

**CALIFORNIA BOARD OF
BARBERING AND COSMETOLOGY**



FEBRUARY 23, 2026

Board Meeting

**Department of Consumer Affairs
1625 North Market Boulevard
HQ1 Hearing Room 102
Sacramento, CA 95834**



**CALIFORNIA BOARD OF
BARBERING AND
COSMETOLOGY
BOARD MEETING
NOTICE AND AGENDA**

*Action may be taken on
any item listed on the
agenda.*

February 23, 2026

**Department of Consumer Affairs
1625 North Market Blvd.
HQ1 Hearing Room 102
Sacramento, CA 95834
10:00 am - Until
Completion of Business**

BOARD MEMBERS:
Tonya Fairley, President
Kellie Funk, Vice President
Anthony Bertram
Michelle Edgar
Megan Ellis
Dr. Yolanda Jimenez
Sinar Lomeli
Tamika Miller
Danielle Munoz
Calimay Pham
Steve Weeks

AGENDA

Discussion and action may be taken on any item on the agenda. The time and order of agenda items are subject to change at the discretion of the Board President and may be taken out of order. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Board are open to the public.

OPEN SESSION:

1. Call to Order/ Roll Call/ Establishment of Quorum (**Tonya Fairley**)
2. Board President's Welcome (**Tonya Fairley**)
3. Department of Consumer Affairs (DCA) Update and Discussion of Same, Which May Include Updates on DCA's Administrative Services, Human Resources, Enforcement, Information Technology, Communications and Outreach, and Legislative, Regulatory, or Policy Matters.
4. Annual Election of Officers
5. Review and Possible Approval of 2026 Board Member Guidelines and Procedures Manual
6. Discussion and Possible Approval of the November 17, 2025, Board Meeting Minutes
7. Executive Management Reports and Discussion of Same (**Kristy Underwood**)
 - a) Administration and Operations
 - b) Licensing, Examinations, and Disciplinary Review Appeals
 - c) Enforcement, Inspections, and Cite and Fine
 - d) Outreach Update
 - e) Strategic Plan Update

8. Update on the 2026 Sunset Review Process
9. Discussion and Possible Action on a Review of the Spanish Examination Pass Rates
10. Discussion and Possible Action Regarding Rulemaking Proposals:
 - a) Update Regarding Rulemaking to Amend Title 16, California Code of Regulations (CCR) section 911 (License by Endorsement (Reciprocity), Application and Out of State License Certifications)
 - b) Update Regarding Rulemaking to Amend Title 16, CCR sections 913, 913.1, 914.1, 914.2, 915, 917, 918, 918.1, 919, 919.1, 920, 921, 921.1, 921.2, 922, 924, 924.1, 925, 926, 927 (Apprenticeship)
 - c) Update Regarding Rulemaking to Amend Title 16, CCR section 931 (Interpreters for Licensing Exams)
 - d) Update Regarding Rulemaking to Amend Title 16, CCR sections 940, 941, 950.10, 950.12, 962, 962.1, 962.2 (Schools and Externs)
 - e) Update Regarding Rulemaking to Amend Title 16, CCR section 972 (Disciplinary Guidelines)
 - f) Update Regarding Rulemaking to Adopt Title 16, CCR section 974.4 (SB 384: Remedial Education Program)
 - g) Update Regarding Rulemaking to Amend Title 16, CCR section 977 et seq. (Health and Safety)
11. Public Comment on Items Not on the Agenda

Note: The Board may not discuss or take any action on any item raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting (Government Code Sections 11125, 1125.7(a))
12. Suggestions for Future Agenda Items
13. Adjournment

Note: This meeting will be Webcast, provided there are no unforeseen technical difficulties or limitations. To view the Webcast, please visit <https://thedcapage.wordpress.com/webcasts/>. If you wish to participate or to have a guaranteed opportunity to observe, please plan to attend at the physical location listed above or log in via Webex with the instructions below.

*Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Board prior to the Board taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Board, but the Board President may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the Board to discuss items not on the agenda; however, the Board can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125, 11125.7(a)).

This meeting is available to the public in person, via Webex and webcast. The meeting is accessible to the physically disabled. A person who needs disability-related accommodation, modification in order to participate in the meeting, or any other information may make a request by contacting: Monica Burris at (279) 280-8517, email: monica.burris@dca.ca.gov, or send a written request to the Board of Barbering and Cosmetology, PO Box 944226, Sacramento, CA 94244. Providing your request is a least five (5) business days before the meeting will help to ensure availability of the requested accommodations. TDD Line: (916) 322-1700.

Virtual/Teleconference instructions and information: If you would like to participate virtually via WebEx Events, you may find the instructions to connect to the meeting can be [here](#).

If you would like to join us using the website, please enter your full name and email address and use the information below:

[Click here to join the Board Meeting!](#)

Webinar number: 2495 653 6443

Webinar password: BBC223

If you would like to join us by using the phone to call in, please enter your full name and email use the following information:

If joining by phone

+1-415-655-0001 US Toll

Access code: 2495 653 6443

Passcode: 222223

Agenda Item

No. 1

No Attachments

Agenda Item

No. 2

No Attachments

Agenda Item

No. 3

No Attachments

Agenda Item

No. 4

No Attachments



BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
DEPARTMENT OF CONSUMER AFFAIRS • BOARD OF BARBERING AND COSMETOLOGY
P.O. Box 944226, Sacramento, CA 94244-2260
Phone: (800) 952-5210 Email: barbercosmo@dca.ca.gov
Website: www.barbercosmo.ca.gov



MEMORANDUM

DATE	February 23, 2026
TO	Members, Board of Barbering and Cosmetology
FROM	Kristy Underwood, Executive Officer
SUBJECT	Review and Possible Approval of 2026 Board Member Guidelines and Procedures Manual

Board staff updated the 2026 Board Member Guidelines and Procedures Manual. The main revisions to the manual include:

- Re-organizing the standing committees listed so they are in alphabetical order (page 9)
- Updating Defensive Drivers Training link (page 15)
- Updating travel reimbursement rates – mileage reimbursement changed from 67 cents per mile to 72.5 cents per mile (page 19)

Action

Upon review, the Board may make a motion to approve the 2026 Board Member Guidelines and Procedures Manual.

Suggested motion: *I move to approve the 2026 Board Member Guidelines and Procedures Manual.*

Board Member

.....
GUIDELINES AND PROCEDURE MANUAL
(2026)



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Section 1: Background Information

Introduction

OVERVIEW

Both the Board of Barbering Examiners and the Board of Cosmetology were established in 1927. In 1990, legislation was enacted that merged the two boards, creating the Board of Barbering and Cosmetology. The Board was sunset in 1996 and became a Bureau within the Department of Consumer Affairs (DCA). In 2003, legislation re-established the Board of Barbering and Cosmetology (Board). The Board is one of many within the DCA, part of the State and Consumer Services Agency under the aegis of the Governor. The Department is responsible for consumer protection through the regulation of licensed professionals and the provision of consumer services. While the DCA provides administrative oversight and support services, the Board has policy autonomy and sets its own procedures, and regulations.

This manual serves as a reference of important laws, regulations, and policies to guide the actions of the Board members and ensure Board effectiveness and efficiency.

DEFINITIONS

Agencies:

AGO	Attorney General's Office
BPPE	Bureau for Private Postsecondary Education
DCA	Department of Consumer Affairs
OAH	Office of Administrative Hearings
OAL	Office of Administrative Law

Codes:

B&P/BPC	Business and Professions Code
CAC	California Administrative Code
CCR	California Code of Regulations
CGC	California Government Code

Organizations:

AACS	American Association of Cosmetology Schools
ACT	Associated Cosmetology Teachers
AEA	American Electrology Association
CAPPS	California Association of Private Postsecondary Schools
CCA	California Cosmetology Association
CCC	California Community Colleges
CEA	Cosmetology Educators of America
NABBA	National Association of Barber Boards of America
NACCAS	National Accrediting Commission of Cosmetology Arts and Sciences
NCA	National Cosmetology Association
NIC	National Interstate Council of State Boards and Cosmetology
PBFC	Professional Beauty Federation of California

Titles:

AG	Attorney General
ALJ	Administrative Law Judge
DA	District Attorney
DAG	Deputy Attorney General
EO	Executive Officer
AEO	Assistant Executive Officer (also referred to as the Deputy Executive Officer)

LICENSE TYPES AND SCOPES

Barbers are licensed to shave and trim the beard, cut hair, give facial and scalp massages, shampoo hair, chemically wave or relax hair, dye hair, style hair, and apply cosmetic preparations to the scalp, face, or neck.

Cosmetologists are licensed to provide hair, skin, and nail care. They can provide the same services as hairstylists, estheticians, and manicurists, in addition to chemical hair services such as permanent waving, relaxing, bleaching, dyeing, coloring or hair.

Hairstylists are licensed to arrange, blow dry, shampoo, cut, style, curl, or nonchemically straighten hair. They cannot use chemicals which alter the hair structure (such as bleach, dye, perm solutions, etc.). This new license type was added by statute in 2022.

Estheticians are licensed to provide skin care. This includes providing facials, massaging and cleansing the face, scalp, neck, hands, arms, feet, legs, or upper part of the human body. Estheticians may also tint and perm eyelashes/brows, provide eyelash extensions, and remove hair by tweezers, waxing, or other depilatory products. They cannot provide medical services.

Manicurists are licensed to provide nail care. This includes trimming, polishing, manicuring, pedicuring the nails, and massaging/cleansing from the elbow to the fingertips or from the knees to the toes of any person. They cannot cut/shave calluses or treat ingrown toenails.

Electrologists provide electrolysis, which is the practice of removing/destroying hair on the human body by the use of an electric needle. Only electrologists may provide electrolysis.

Establishments are the locations in which board services are provided (e.g., barbershops, beauty salons, nail salons, spas).

Apprentices are barbering, cosmetology, or electrology trainees that earn a wage while working under the supervision of a trainer in an establishment.

Mobile Units are establishments on wheels (e.g., trailer, bus, motorhome) which travel to consumers to provide barbering or cosmetology services inside the mobile unit.

A **Personal Service Permit** allows a barber, cosmetologist, manicurist, or esthetician to provide limited services outside of an establishment (such as at a hotel or a consumer's home) if they meet certain requirements.

The Board

COMPOSITION

(B&P section 7303(b))

The Board is comprised of thirteen members. Seven members shall be public members and six members shall represent the industry professions. The Governor shall appoint five of the public members and six industry professions members. The Senate Committee on Rules and the Speaker of the Assembly shall each appoint one public member. Members shall be appointed for a term of four years, except for the members appointed by the governor, (two public members and two professions members) these members shall be appointed for an initial term of two years. Members may not serve longer than two consecutive terms.

OFFICERS

(Board Policy-Adopted July 24, 2006)

The Board shall annually elect from its members a President and a Vice President each of whom shall hold office for a term of one year. An officer shall not serve in a particular officer position for more than two consecutive terms.

Elections shall take place at the first scheduled board meeting of each year. All officers may be elected on one motion or ballot as a slate of officers unless objected to by a Board member.

If the office of the President becomes vacant, the Vice President shall assume the office of the President. If the office of the Vice President becomes vacant, an election shall be held at the next scheduled Board meeting. Elected officers shall then serve the remainder of the term.

MEETINGS

(Board Policy-Adopted July 24, 2006)

The entire Board will convene four times a year and may meet more often if it is determined necessary. Only the Board President may authorize special meetings, setting the date, time and place.

The Board will endeavor when possible, to hold meetings in different geographical areas throughout the state as a convenience to the public and licensees.

BOARD MEMBER ATTENDANCE AT BOARD MEETINGS

(Board Policy Adopted July 24, 2006)

Board members shall attend each meeting of the Board. If a member is unable to attend, they are requested to contact the Board President or the Executive Officer.

BOARD MEMBER PARTICIPATION

(Board Policy Adopted July 24, 2006)

The Board President may ascertain from members whose level of participation is below standard and whether the member is no longer able to continue serving as an active member of the Board. In such a case, the President may suggest that the member resign. If such resignation is not forthcoming within a reasonable time, the Board, by resolution, may request the appointing authority to have the member replaced. However, the member shall be given the opportunity to present to the Board their arguments against the resolution prior to such a resolution being adopted by the Board. A 50% or greater absence rate shall constitute below-standard participation.

QUORUM

Seven members of the Board constitutes a quorum of the Board. When a quorum of the Board is not present, Board members may discuss noticed agenda items of business but may not take any action. A majority of the quorum shall constitute a majority of the entire Board.

AGENDA ITEMS

(Board Policy-Adopted July 24, 2006)

Any Board member may submit items for a Board meeting agenda to the Executive Officer 20 days prior to the meeting. The Board meeting agenda will be provided to all Board members 10 days prior to the meeting and the agenda packet will be provided no later than 7 days prior to the meeting.

The Board President, Board members, or Executive Officer may not alter or prevent agenda items from being added to the agenda by another Board member.

RECORD OF MEETINGS

(Board Policy-Adopted July 24, 2006)

Board meeting minutes are a summary and not a transcript. Minutes are prepared for every Board meeting. The minutes and assignments of Board directives shall be prepared under the direction of Board staff. Board minutes shall be approved at the next scheduled Board meeting and serve as the official record of the meeting. Approved minutes of the open session are available for distribution to the public and shall be posted on the Board's website within 30 days following Board approval.

DIVERSITY, EQUITY, AND INCLUSION

(Board Policy-Adopted April 17, 2023)

The Board supports the efforts of the Diversity, Equity, and Inclusion Steering Committee at the Department of Consumer Affairs and commits to fostering inclusive engagement in its policy decisions, and promoting diversity, equity, and inclusion in the Board's publications and procedures.

RECORDING

(Board Policy-Adopted July 24, 2006)

Public Board meetings are to be recorded. Recordings shall be retained until final meeting minutes have been approved. Closed session proceedings shall be recorded at the discretion of the Board.

MEETING RULES

(Board Policy-Adopted July 24, 2006)

Board meetings will be conducted under an informal simplified version of Robert's Rules of Order (Rosenberg's Rules of Order: https://www.calcities.org/docs/default-source/get-involved/rosenberg's-rules-of-order-simple-parliamentary-procedures-for-the-21st-century.pdf?sfvrsn=d3f73e91_3) to the extent that it does not conflict with the Bagley-Keene Open Meeting Act.

COMMUNICATION

(Board Policy-Adopted July 24, 2006)

The Board President or the Executive Officer shall serve as the media spokesperson on Board actions or policies. Any written or oral communications concerning Board matters of a sensitive nature shall be made only by the Board President or the Executive Officer.

All written communications of the Board President on behalf of the Board shall be copied to the Executive Officer and the Executive Officer shall forward the communication to all Board members.

The Board President may not represent the entire Board in any communication unless given expressed authority by the majority of the Board to do so. The Board President may speak for the Board if requested to testify to the Legislature or Administration on behalf of the Board without advance approval.

CORRESPONDENCE

(Board Policy-Adopted July 24, 2006)

Original documents of all correspondence received shall be maintained in the Board's office files. Only copies of such correspondence shall be given to the Executive Officer and/or Board members as requested.

ETHICS TRAINING

(CGC section 11146 et seq.)

(Board Policy-Adopted July 24, 2006)

Ethics training for continuing and new Board members will be accomplished in accordance with the law and DCA procedures.

BOARD MEMBER ORIENTATION

(B&P section 453)

Every Board member shall complete a training and orientation program offered by the DCA within one year of assuming office.

SEXUAL HARASSMENT POLICY TRAINING

(DCA-SHP EEO 09-02)

(Board Policy-Adopted April 8, 2013)

In accordance with the Department of Consumer Affairs (DCA) Sexual Harassment Prevention (SHP) Policy (EEO 09-02), and to ensure compliance with Assembly Bill (AB) 1825 (Reyes, Chapter 933, Statutes of 2004), all DCA employees are required to receive biennial Sexual Harassment Prevention training. The Supervisory Sexual Harassment Prevention Training is mandatory for Board members.

BOARD MEMBER REMOVAL

(B&P section 106)

The appropriate appointing authority (Governor, Senate Rules Committee or Speaker of the Assembly) has the power to remove from office at any time, any member of the Board, appointed by him for continued neglect of duties required by law, for incompetence or unprofessional or dishonorable conduct.

RESIGNATION OF BOARD MEMBERS

(GC section 1750)

If a Board member resigns, the resigning member shall send a letter to the appropriate appointing authority (Governor, Senate Rules Committee, or Speaker of the Assembly) with the effective date of the resignation. State law requires written notification. A copy of this letter shall also be sent to the director of DCA, the Board President, and the Executive Officer.

CONFLICT OF INTEREST

(GC section 87100)

No Board member may make, participate in making or in any way attempt to use their official position to influence a governmental decision in which they have a direct financial interest. Any Board member who has a direct financial interest shall disqualify themselves from making or attempting to use their official position to influence the decision. Any Board member who feels they are entering a situation where there is a potential for a conflict of interest should immediately consult the Executive Officer or the Board's legal counsel.

The Board President

SUPERVISION OF THE EXECUTIVE OFFICER

(Board Policy-Adopted July 24, 2006)

The Board President is the immediate supervisor of the Executive Officer. Specific instructions for work on Board policy matters by the Executive Officer from Board members shall be coordinated through the Board President.

The incoming Board President shall assume all delegated duties at the close of the annual election meeting, including supervision of the Executive Officer.

PERFORMANCE APPRAISAL OF EXECUTIVE OFFICER

(Board Policy-Adopted July 24, 2006)

The Board President shall request from each Board member input to the performance appraisal and salary administration of the Executive Officer prior to their draft preparations.

The performance appraisal of the Executive Officer shall be presented in draft form to the Board, by the Board President, at the annual election meeting and shall be noticed on the meeting agenda.

Matters relating to the performance of the Executive Officer shall be discussed in closed session unless they request that it be discussed in open session.

SECTION 100 DELEGATED AUTHORITY

(Board Policy-Adopted February 10, 2025)

The Board delegates to the Executive Officer the authority to adopt regulation changes that are deemed to be “without regulatory effect” in accordance with Section 100 of Title 1 of the California Code of Regulations. Further, the Executive Officer shall report to the Board at its next regularly scheduled Board Meeting any regulations that were adopted under this authority since the last regularly scheduled Board Meeting.

The Executive Officer

APPOINTMENT

(B&P section 7303 (c))

The Board shall appoint an Executive Officer who is exempt from civil service and who shall serve at the pleasure of the Board. The Executive Officer shall exercise the powers and perform the duties delegated by the Board. The appointment of the Executive Officer is subject to approval of the Director of the Department of Consumer Affairs.

ROLE

(Board Policy-Adopted July 24, 2006)

The Executive Officer is the Board's chief administrative officer who implements the policies developed by the Board.

RECRUITMENT OF AN EXECUTIVE OFFICER

(Board Policy-Adopted July 24, 2006)

The Board shall institute an open recruitment plan to obtain a pool of qualified candidates. The Board shall also work with the DCA's Human Resources Office for recruitment procedures.

SELECTION

(Board Policy-Adopted July 24, 2006)

The selection of an Executive Officer shall be included as an item of business, which must be included in a publicly noticed agenda and transacted at a public Board meeting.

BOARD STAFF

(Board Policy-Adopted July 24, 2006)

Employees of the Board, with the exception of the Executive Officer, are civil service employees. Their employment, pay, benefits, discipline, terminations, and conditions of employment are governed by a myriad of civil service laws and regulations and often by collective bargaining labor agreements. Because of this complexity, it is appropriate that the Board delegate all authority and responsibility of the civil service staff to the Executive Officer. No Board member may provide direction to civil service staff, unless consent of the majority of the Board is obtained during a public meeting of the Board. When consent of the majority of the Board is obtained, direction must go through the Executive Officer. Board members shall not intervene or become involved in specific day-to-day personnel transactions or activities.

Board Committees

CAPACITY

(Board Policy-Adopted July 24, 2006)

Committees are advisory and recommend actions to the Board. Recommendations and reports shall be submitted to the Board for consideration and approval.

STANDING COMMITTEE APPOINTMENTS

(Board Policy-Adopted July 24, 2006)

The Board President shall appoint, subject to approval of a majority of the Board, the members to fill positions of each standing committee. Members may volunteer to serve on a specific committee. Terms for all standing committees shall be 1 year and shall begin with the election of a new Board President. Committee member assignments shall take place immediately following the election of the Board President. The assignment of committee members may take place immediately following the election of the Board President, if duly noted on the Board meeting agenda, or may take place at the next scheduled Board meeting.

The establishment of all committees shall be included as an item of business, which must be included in a written agenda and transacted at a public meeting. The Board President, or any member of the Board, may not appoint or remove any committee members unless so acted upon at an open meeting and voted on by the majority of the Board.

STANDING COMMITTEES

(Board Policy-Adopted April 17, 2023)

The Board has **eight** standing committees:

- Apprenticeship Program Sponsor Appeal Committee
- Disciplinary Review Committee
- Diversity, Equity, and Inclusion Committee
- Education and Outreach Committee
- Enforcement and Inspections Committee
- Health and Safety Advisory Committee
- Legislative and Budget Committee
- Licensing and Examination Committee

Internal organization of each committee is at its discretion except as specified in this manual.

APPRENTICESHIP PROGRAM SPONSOR APPEAL COMMITTEE

(Board Policy-Adopted May 6, 2024)

The Board may serve an apprenticeship program sponsor with a notice to show cause if the sponsor is not conducting its apprenticeship program in compliance with the Board's laws and regulations. The purpose of the Apprenticeship Program Sponsor Appeal Committee is to hear appeals from apprenticeship program sponsors contesting a notice to show cause.

DISCIPLINARY REVIEW COMMITTEE

(CCR section 974.1)

The purpose of the Disciplinary Review Committee is to conduct informal administrative citation review hearings and renders decisions regarding disputed citations. The committee has authority to affirm, modify or dismiss the citations including any fine amounts. The Board President shall annually appoint members of the committee; the appointments will be made concurrently with the annual election of officers. The Board President shall select the dates and locations of the informal citation review hearings held before the disciplinary review committee. The Board may find a need to have an alternate member for the convenience of those members who cannot attend.

DIVERSITY, EQUITY, AND INCLUSION

(Board Policy-Adopted April 17, 2023)

The purpose of the Diversity, Equity, and Inclusion Committee is to provide the Board with recommendations on ways to strengthen policies, enhance training, and provide opportunities for employee engagement.

EDUCATION AND OUTREACH COMMITTEE

(Board Policy-Adopted July 24, 2006)

The purpose of the Education and Outreach Committee is to provide recommendations to the Board on the development of informational brochures and other publications, planning of outreach events for consumers and licensees, preparing articles for submission in trade magazines and attending trade shows.

ENFORCEMENT AND INSPECTIONS COMMITTEE

(Board Policy-Adopted July 24, 2006)

The purpose of the Enforcement and Inspections Committee is to advise the Board on policy matters that relate to protecting the health and safety of consumers. This includes recommendations on how inspections are conducted, the types of violations issued, maintenance of disciplinary guidelines, and other recommendations on the enforcement of the Board's statutes and regulations.

HEALTH AND SAFETY ADVISORY COMMITTEE

(B&P 7314.3)

The purpose of the Health and Safety Advisory Committee is to provide the Board with advice and recommendations on health and safety issues, as well as ensuring licensees are aware of basic labor laws.

LEGISLATIVE AND BUDGET COMMITTEE

(Board Policy-Adopted April 17, 2023)

The purpose of the Legislative and Budget Committee is to review and track pending legislation that affects the Board. The committee shall make recommendations on what position the Board should take on pending legislation that could potentially affect the operation of the Board, the health and safety of consumers and the Board's licensees. In addition, the committee provides information and recommendations to the Board on potential policy matters relating to the budget.

LICENSING AND EXAMINATION COMMITTEE

(Board Policy-Adopted July 24, 2006)

The purpose of the Licensing and Examination Committee is to advise the Board on policy matters relating to the examining and licensing of individuals who want to practice barbering and cosmetology in California. The committee may also provide information and recommendations to the Board on issues relating to curriculum and school approval, exam appeals, laws and regulations.

AD HOC COMMITTEES

(Board Policy-Adopted July 24, 2006)

The Board may establish ad hoc committees as needed. The establishment of an ad hoc committee must be included in a written agenda and transacted at a public meeting in which a quorum of the board is present and consent is obtained by the majority of the Board.

TASK FORCES AND WORKING GROUPS

(Board Policy-Adopted July 24, 2006)

Any Board member may request, subject to approval of the full Board, that a task force/working group be established. The task force/working group will be charged with an in-depth review of a specific issue and a final recommendation to the full Board.

In an urgent situation (i.e. examination appeal) the Board President may make a recommendation on members of a two-person committee without approval of the full Board.

COMMITTEE AGENDAS

(Board Policy-Adopted July 24, 2006)

Agendas shall focus on the specific tasks assigned by the Board and include:

- Public Comment
- Time for committee members to recommend new areas of study to be brought to the Board's attention for possible assignment.
- Only those information items dealing with subjects assigned to the respective committee.

Committee chairs shall confer with the Board President prior to including any agenda item that is not clearly within that committee's assigned purview.

If more than two Board members will be in attendance at a Committee meeting, the agenda shall contain the statement: "Notice of Board meeting indicates that three or more members of the Board are present. While the law requires the Board to notice this also as a Board meeting, it is not the intent to take action as a Board at this meeting."

ATTENDANCE AT COMMITTEE MEETINGS

(Board Policy-Adopted July 24, 2006)

If a Board member wished to attend a meeting of a committee of which they are not a member, that Board member shall notify the Board President and Executive Officer.

Board members who attend a meeting of a committee of which they are not a member shall sit in the audience and not participate in the meeting discussion.

DUAL MEMBERSHIP

(Board Policy-Adopted July 24, 2006)

A Board member may serve on multiple committees but may not chair more than one committee.

COMMITTEE MEETING RULES

(Board Policy-Adopted July 24, 2006)

Meetings will be conducted under the Robert's Rules of Order to the extent that it does not conflict with the Bagley-Keene Open Meeting Act.

RECORD OF COMMITTEE MEETINGS

(Board Policy-Adopted July 24, 2006)

The minutes are a summary, not a transcript of each committee meeting. Committee minutes shall be prepared by Board staff and submitted for review by the committee members within 30 working days after the committee meeting. Committee minutes shall be approved at the next scheduled committee meeting and serve as the official record of the meeting. Approved minutes of the open session are available for distribution to the public and shall be posted on the Board's website.

STAFF ASSISTANCE

(Board Policy-Adopted July 24, 2006)

Board staff provides advice, consultation, and support to the committees. Committee members shall contact the Executive Officer to request staff assistance.

RECORD KEEPING

(Board Policy-Adopted July 24, 2006)

Public meetings are recorded. Recordings shall be retained until final meeting minutes have been approved. Closed session proceedings shall be recorded at the committee's discretion.

Security Procedures

REQUEST FOR RECORDS ACCESS

(Board Policy-Adopted July 24, 2006)

No Board member may access a licensee's or candidate's file without the Executive Officer's knowledge and approval of the conditions of access. A notation of the Board member's access shall be entered in the file. Records or copies shall not be removed from the Board's office.

CONTACT WITH CANDIDATES, LICENSEES, COMPLAINTANTS, RESPONDENTS

(Board Policy-Adopted July 24, 2006)

Board members shall not intervene on behalf of a licensee for any reason. They should forward all contacts or inquiries to the Executive Officer.

Board members shall not directly participate in complaint handling and resolution or investigations, unless authorized by a majority vote of the Board at a duly called public meeting. If a Board member is contacted by a respondent, or their attorney, they shall refer the individual to the Executive Officer.

GIFTS FROM CANDIDATES

(Board Policy-Adopted July 24, 2006)

Gifts of any kind to Board members or staff from candidates for licensure with the Board shall not be permitted.

Resources

DCA BOARD MEMBER RESOURCE CENTER

The Department of Consumer Affairs has dedicated a website to resources available to Board Members. To access information on member information, appointment information, training or publications, please visit:

https://www.dca.ca.gov/about_us/board_members/index.shtml.

Section 2: Training

Board Member Orientation Training

Board Members are required to complete Board Member Orientation Training **within one year** of appointment **and** upon re-appointment to the Board. This is a live, virtual full-day training which details the functions and responsibilities of board members. To complete this training, please choose from the dates available and complete the online registration form at: <https://dca.csod.com/>

Online Training

- ***Ethics Training:*** Board Members are required to complete the State Officials ethics training within six months of being appointed at <http://oag.ca.gov/ethics>.
- ***Sexual Harassment Prevention Training:*** Board Members are required to complete this interactive training every two years. It takes approximately 2 hours to complete and is available at: <https://dca.csod.com/>.
- ***Workplace Violence Prevention Training:*** Board Members are required to complete this training annually. It takes approximately 30 minutes and is available at: <https://dca.csod.com/>.
- ***Defensive Driver Training:*** Board Members are required to complete this interactive training once every four years. The Defensive Driver training is takes approximately 1 hour to complete and is available at: <https://calhr.geniussis.com/PublicWelcome.aspx>
- ***Form 700 – Statement of Economic Interest & Conflict of Interest Filing:*** Board Members are required to file the Form 700. DCA utilizes NetFile to electronically file Form 700s directly with the Fair Political Practices Commission. For NetFile account questions, please email OHR.Requests@dca.ca.gov.

Upon completion of any training, please provide copies of completion certificates to DCA at MemberRelations@dca.ca.gov and to Kristy Underwood at:

Board of Barbering and Cosmetology
ATTN: Kristy Underwood
P.O. Box 944226
Sacramento, CA 94244-2260

If you have any questions, please contact Kristy Underwood or Board Analyst Monica Burriss.

Kristy Underwood, Executive Officer
Phone: (916) 471-0722
Email: Kristy.Underwood@dca.ca.gov

Monica Burriss, Board Analyst
Phone: (279) 280-8517
Email: Monica.Burriss@dca.ca.gov

Section 3: Travel and Per Diem

General Travel Information

TRAVEL

(Board Policy-Adopted July 24, 2006)

Board members notify the Board President and Executive Officer of all travel except for regularly scheduled Board, Committee and Task Force/Work Group meetings to which the Board member is assigned. The Board President shall relay any travel approvals to the Executive Officer. The Executive Officer shall report to the full Board on any additional travel conducted by Board members.

No member of the Board shall attend any function in which the member is representing the Board without approval from the Board President and the notification of the Executive Officer. This includes speaking engagements, trade shows, etc.

TRAVEL ARRANGEMENTS

(Board Policy Adopted January 12, 2015)

Board members are responsible for making their own travel arrangements with the assistance of the Cal Travel Store.

TRAVEL CLAIMS

(Board Policy Adopted January 12, 2015)

Board staff will compile (in consultation with member) and submit all travel claims to the Travel Unit. Board members must submit travel information and receipts to Board staff for the compilation of the travel claim. If a travel claim requires amending, Board staff will consult with the Board Member before making amendments and submitting corrected claims to the DCA's Travel Unit and provide the Board member with a corrected copy.

Travel reimbursement processing times range from 4-6 weeks.

Per Diem

BOARD MEMBER PAY

(Board Policy-Adopted April 8, 2013)

Board members receive \$100 for each day worked on Board related matters. Board Analyst Shelby Edmiston completes the Time and Attendance Report (STD 672) on behalf of Board members.

If you have any questions, please contact Kristy Underwood or Board Analyst Shelby Edmiston.

Kristy Underwood, Executive Officer
Office: (916) 471-0722
Email: Kristy.Underwood@dca.ca.gov

Shelby Edmiston, Board Analyst
Office: (279) 278-5082
Email: Shelby.Edmiston@dca.ca.gov

DRAFT

Travel Arrangements

For in-depth information of current travel rules, please review the Consumer Affairs Travel Guide at https://www.dca.ca.gov/about_us/board_members/resources.shtml.

The State provides reimbursement of actual and necessary out of pocket expenses when traveling on State business. The mode of transportation for which the State incurs expenses should be that which is in the best interest of the State. So, when determining the most economical mode of transportation, the following costs should be considered: employee's time, expenses for transportation (airline, car, train, taxi, parking, shuttle, tolls, etc.), expenses for meals, incidentals, lodging and any other State business expense, the urgency of the situation, if the employee must carry specialized equipment, the number of stops, the number of persons to be transported, driving time one-way (is it over 2 hours?), availability of transportation to and from the destination, and overtime wages.

To view the Statewide Travel Program, visit <https://www.dgs.ca.gov/OFAM/Travel>.

Booking Travel

All travel arrangements (hotel, airfare reservations and car rental) must be made through the Concur website: <https://us2.concursolutions.com/>.

The "username: will be your personal email address. You can reset your password by clicking on "Forgot your password" link.

After Hours Travel Emergencies (additional fees apply) (877) 454-8785 – Press 1

All Travel Expense Claim Transmittals that require receipts to be attached must be signed by DCA's Deputy Director of the Office of Board and Board Relations. The original signature is required.

DCA's airfare contract is with Southwest Airlines. When booking a flight, only select "Want to Get Away." You will be able to enter your Southwest Rapid Rewards account. In addition, when booking a hotel reservation, you will be able to enter your hotel reward programs.

CAR RENTAL

The State's rule of thumb is if the trip is over 50 miles round trip, you should rent a car. Do not use your personal vehicle as the travel unit will not reimburse you for the full amount.

DCA's car rental contract is with Enterprise Rent-A-Car. Loss Damage waiver is included in the State's daily rate. Additional charges for insurance will not be reimbursed by DCA. You are not required to drop off your rental car at the location you rented it from. You may drop the car off at the airport or other Enterprise location.

You are not required to refuel the rental car vehicle prior to returning. When refueling the rental car, the employee must submit a detailed gasoline receipt for reimbursement. Gasoline receipts must show the date of purchase, method of payment, and an expense breakdown: number of gallons, price per gallon, and extended total purchased amount. Prepaid fuel receipts are not acceptable for reimbursement.

Submit your car rental receipt, showing full payment and any gasoline receipts (if applicable) to Board staff.

USING YOUR PERSONAL VEHICLE

You have the option of using your personal vehicle if you can prove that it is a cost savings for the State to do so (usually this includes trips that are less than 50 miles round trip).

A cost comparison (DPA 599.626.1) is required whenever an employee selects an alternate mode of transportation that is not typical for the length, destination, and purpose of the trip, or is not in the best interest of the State. Request a Cost Comparison Form from Monica Burris, Monica.Burris@dca.ca.gov to assist in determining the amount of reimbursement.

- Mileage reimbursement is currently 72.5 cents per mile. This covers gasoline, the cost of maintenance, insurance, licensing and registration, and depreciation and all other costs associated with operation of the vehicle.
- Sacramento International Airport Maximum daily economy parking lot rate is \$12.00 per day and \$2.00 per half hour or any portion thereof beginning on the second day, with a maximum daily rate of \$12.00.
- All parking while on state business require the purpose of the trip and an itemized receipt if over \$10.00.

TAXIS/TRANSPORTATION/TOLLS

Taxis or ride share companies (such as Uber or Lyft) may be used for trips that are not over a 10-15-mile radius. Receipts are required for taxi expenses of \$10.00 and over. You may receive reimbursement for tips up to \$2.00 or 20%, whichever amount is greater. Tolls or parking charges under \$10.00 do not require a receipt.

MEALS

Effective October 1, 2024, the State is adopting the federal standard meals and incidental expense (M&IE) rate established by the U.S General Services Administration at the time of travel for in-state and out-of-state travel. The State's maximum reimbursement rate for actual in-state and out-of-state M&IE will be up to \$68 per day as follows:

M&IE Rates for In-State and Out-of-State Travel

Meals & Incidental	Maximum Reimbursement
Breakfast	\$16.00
Lunch	\$19.00
Dinner	\$28.00
Incidental Expenses	\$5.00
M&IE Total	Up to \$68
First and Last Day of Travel	\$51

Note: *Incidental expenses can include expenses for: laundering, pressing clothes, fees, tips, business phone calls, postage charges, facsimiles and emergency purchases.*

The chart below provides guidance on M&IE timeframes:

Travel Status Is		Maximum Reimbursement for Actual
More than 12 but less than 24 hours		Up to 75% of the applicable M&IE standard rate for each calendar day in a travel status.
24 hours or more, on	The day of departure	Up to 75% of the applicable M&IE standard rate.
	Full day(s) of travel	Up to 100% of the applicable M&IE standard rate.
	The last day of travel	Up to 75% of the applicable M&IE standard rate.
Less than 12 hours		Not eligible for M&IE reimbursement.

TRAVEL CLAIMS

To make the position of Board member a little more pleasant, Board staff will process Board member travel claims. After each Board meeting, Board Analyst Monica Burris will email a request for information which asks for:

- The date and time you began and ended your trip.
- The mode of transportation (flight, personal vehicle, train, etc.).
- If you used your personal vehicle (if yes, provide your license plate number).
- The date and how many miles you traveled using your personal vehicle.
- Your starting location if you started anywhere other than your residence.
- Receipts.
- Actual meal costs, if under the maximum reimbursement allowance.

Please provide a brief note if there are any unusual circumstances regarding your trip. Staff will need all receipts (except meal receipts). All hotel/vehicle receipts should show a zero-balance due and hotel receipts must state a room rate and room tax amount. Staff will compile the travel claim, email it to the Board member for review and approval, and then submit the travel claim to the Department of Consumer Affairs for reimbursement.

DRAFT
**California Board of
Barbering and Cosmetology**

**Board Meeting
Minutes of November 17, 2025**

BOARD MEMBERS PRESENT

Tonya Fairley, President
Kellie Funk, Vice President
Anthony Bertram
Michelle Edgar
Megan Ellis
Dr. Yolanda Jimenez
Sinar Lomeli
Danielle Munoz
Calimay Pham
Steve Weeks

STAFF MEMBERS PRESENT

Kristy Underwood, Executive Officer
Carrie Harris, Deputy Executive Officer
Allison Lee, Board Project Manager
Sabina Knight, Legal Counsel
Monica Burris, Executive Analyst

BOARD MEMBERS ABSENT

Colette Kavanaugh
Tamika Miller

1. Call to Order/ Roll Call/ Establishment of Quorum

President Tonya Fairley convened the meeting at approximately 9:00 a.m. A roll call confirmed the presence of a quorum.

2. Petition for Reinstatement Hearing: Dayra Carmona Vega, Petition for Reinstatement of License, Manicurist License #M355610

CLOSED SESSION: Pursuant to Government Code section 11126 (c) (3), the Board met in Closed Session to Deliberate and Decide on Disciplinary Matters, including the above petitions.

3. Board President's Welcome (Tonya Fairley)

Tonya Fairley welcomed attendees joining in San Diego and online, and reminded participants that public comments are limited to three minutes and will not receive responses from the Board.

4. Department of Consumer Affairs (DCA) Update and Discussion of Same, Which May Include Updates on DCA's Administrative Services, Human Resources, Enforcement, Information Technology, Communications and Outreach, and Legislative, Regulatory, or Policy Matters.

Kristy Underwood provided an update on recent leadership appointments at the Department of Consumer Affairs. Governor Newsom appointed Lucy Salazar as Deputy Director of Board and Bureau Relations. Ms. Salazar brings legislative experience from her roles in the offices of Assembly Member Lisa Calderon and Assembly Member Jacqui Irwin, and she is active in the HOPE Leadership Institute and the California Latino Capitol Association Foundation.

Governor Newsom also appointed Shelley Jones as Assistant Deputy Director of Board and Bureau Relations. Ms. Jones has 29 years of experience working with DCA boards, including roles in strategic organizational leadership and improvement. Prior to joining DCA, she served in various positions with the Juvenile Parole Board at the California Department of Corrections. Ms. Underwood expressed her excitement for both appointments.

DCA Director Kimberly Kirchmeyer will retire at the end of the year after 36 years of service. Director Kirchmeyer began her career at DCA in 1989 as a student assistant, starting with the Board of Barbering and Cosmetology, and was appointed Director by Governor Newsom in 2019. In her first six months, she guided the department through major challenges, including severe wildfires, the onset of the COVID-19 pandemic, and transitioning 3,500 employees to telework.

Director Kirchmeyer extended appreciation for the opportunity to serve as Director and expressed her gratitude to staff for their continued dedication to the department's consumer protection mission. Ms. Underwood added personal remarks, noting Director Kirchmeyer's long-standing support for the Board and her significant contributions to modernizing the department. She emphasized that she will be greatly missed.

Kristy Underwood continued by providing an update on required board member training. DCA launched a new Sexual Harassment Prevention Training module in the LMS on October 27. Board members must complete this training within 30 days of appointment and every two years thereafter. Members who completed the 2024–2025 training will have the new module automatically assigned two months before their two-year deadline, while those who have not completed it already have the new version assigned. Compliance deadlines will be based on the last completion date or by December 27 for those who have not yet completed it.

Additionally, DCA has developed Unconscious Bias Training for board members, which will be added to LMS accounts in November and included in onboarding for new members. Training records are available in the LMS transcript section, and questions can be directed to Member Relations.

Ms. Underwood concluded by highlighting the launch of the Our Promise campaign, California's state employees charitable giving program. Through this campaign, state employees and board members can support nonprofit causes of their choice via payroll deductions or one-time donations. The campaign benefits communities and reflects DCA's commitment to social responsibility. It runs through December 31, and DCA will be sending informational emails to boards and bureaus this month.

Public Comment: No public comments were received for this agenda item.

5. Discussion and Possible Approval of the October 13, 2025, Board Meeting Minutes

Motion: Kellie Funk made a motion to approve the October 13, 2025 Board Meeting Minutes. Danielle Munoz seconded.

Public Comment: There were no public comments received.

Roll Call Vote: Motion to approve the October 13, 2025 Board Meeting Minutes carried: 10 yes, 0 no, and 0 abstain, per the following roll call vote:

- Committee Members voted “Yes”: Tonya Fairley, Kellie Funk, Anthony Bertram, Michelle Edgar, Megan Ellis, Dr. Yolanda Jimenez, Sinar Lomeli, Danielle Munoz, Calimay Pham, Steve Weeks

6. Proposed Board Meeting Dates and Locations for 2026

Tonya Fairley reviewed the proposed board meeting dates and locations for 2026. She noted that while the dates are set, some locations are listed only broadly (e.g., “Southern California”). She suggested holding the May 18 meeting in San Diego and the November 16 meeting in Burbank. Ms. Underwood explained that locations are determined through a contracting process with hotels, but the Board’s input is welcome. The dates were accepted, while final locations remain flexible.

7. Executive Management Reports and Discussion of Same (Kristy Underwood)

a. Administration and Operations

Kristy Underwood gave an overview of the Executive Management Reports. She began with Administration and Operations noting that the unit currently has six positions with two vacancies, which are expected to be filled soon. Additional updates covered staff training and fleet management, including the recent acquisition of seven new vehicles to replace aging ones used by inspectors and special investigators.

Ms. Underwood reviewed the board’s budget projections and fund conditions for Fiscal Month 13 (FY 24–25), highlighting a 9.74% surplus. She explained that some budget line items appear in red due to allocation issues, not overspending, and that efforts are ongoing with the budget office to realign these items accurately.

Steve Weeks asked questions regarding personnel service expenditures and the DCA pro-rata fee. Kristy Underwood clarified that the pro-rata allocation, which supports DCA-provided services, is formula-based and not negotiable, though it varies depending on board size and licensing responsibilities. She further explained the relationship between high-level budget projections and detailed total expenditures.

b. Licensing, Examinations, and Disciplinary Review Appeals

The licensing unit has 19 positions with three vacancies. Recruitment is underway for one manager, one program technician, and a seasonal clerk, who plays a key role in office operations.

Exam pass rates remain largely stable, with a 7% increase in electrology and a 21% decrease in hair styling, largely attributed to out-of-state applicants entering California. The board continues to manage high inquiry volume, averaging 160 emails per day with responses within two business days.

During the first quarter of FY 25–26, the board received 15,593 applications, a 7.4% decrease from the previous quarter. Establishment licenses remain consistent. A total of 9,447 licenses were issued in the quarter, down 4.8% from the prior quarter, while cosmetology apprentice licenses rose 30.7% and personal service permits increased 11.1%. The current licensee population stands at 662,403.

Kristy Underwood summarized examination results by license type and language for the first quarter of FY 25–26 (July 1–September 30, 2025), including pass rates for first-time and re-exam test takers.

Steve Weeks inquired about out-of-state applicants for the hair stylist license and whether this could result in license misuse or “out-of-scope” practice. Ms. Underwood explained that applicants are simply transferring their education from other states and there have been no reported issues with improper use of the license during inspections. She noted that as trends evolve, such as the growing popularity of head spas, the license continues to support appropriate services in California.

Ms. Underwood continued by addressing exam results by educational background, including apprentice programs, out-of-country applicants, and traditional school programs, noting that schools generally show higher pass rates. She also presented results by language, highlighting a significant number of Spanish-speaking test takers in the apprentice program.

Daniel Munoz raised concerns about consistently low Spanish-language pass rates. Ms. Underwood explained that while exam translations are carefully reviewed and compliant with standard requirements, the Board has no control over the quality of education in schools or apprenticeship programs. She noted ongoing efforts to better align exams with California specific content and textbooks.

Tonya Fairley suggested reviewing data on the most commonly missed questions in Spanish to identify potential translation or comprehension issues. A differential review was recommended to identify questions that Spanish-speaking test takers commonly miss compared to English test takers.

Kristy Underwood reported on pass rates for out-of-country and traditional school programs. She noted that some Spanish-speaking candidates attended English-language schools but chose to take the exam in Spanish, assuming it would be easier. Unlike the Bureau of Private Postsecondary Education (BPPE), the Board does not track who is teaching in Spanish. The exam now displays both English and Spanish versions of each question.

Next, members reviewed licensing trends over the past five years along with the current statewide license population, noting that there are more than 662,000 active licensees across

all categories. Renewal survey results were also presented, detailing how many licensees work as independent contractors versus those who employ others in establishments.

Kellie Funk highlighted a new safety and health checklist included in the recent renewal packet for establishments. She stated that it was a valuable tool for licensees and commended the Board for continuing to provide helpful outreach materials.

c. Enforcement, Inspections, and Cite and Fine

The Disciplinary Review Committee (DRC) is fully staffed and reported 35 pending appeals in the north and 120 in the south, with additional hearings scheduled to help reduce the backlog.

Enforcement currently has 53.5 allocated positions with four vacancies, all in special investigator roles. Recruitment is underway to expand enforcement capacity, especially for apprenticeship oversight, which has been heavily strained with only one investigator assigned.

Complaint intake trends were reviewed, showing a continued high volume of consumer complaints. There are 108 probation cases statewide, with 71 active and others tolled due to licensees not working in the industry. Quarterly enforcement statistics also include formal disciplinary actions referred to the Attorney General. Kristy Underwood also shared disciplinary outcomes, including recent Attorney General cases resulting in revocations, probation with revocation stayed, and suspensions with probation. Additional probation statistics were provided.

There are currently 273 approved schools, with 45 open enforcement cases and 53 school-related complaints received this fiscal year. Most school complaints are resolved quickly—typically within 90 days—because many fall outside the board’s jurisdiction and must be redirected to partner agencies.

Updates on inspections and citation processing showed continued efficiency improvements. Sixteen inspectors completed 611 inspections in September 2025, supported by four citation analysts who now process citations within one day. This rapid turnaround is credited to full implementation of the mobile inspection platform, which has significantly streamlined workflows and reduced delays compared to past years.

Inspection statistics were reviewed, including results showing a significant number of establishments operating without violations—often due to successful onsite education and immediate corrective actions for minor issues. Updates on the mobile inspection system reaffirmed improved efficiency and consistency across the state.

Carrie Harris highlighted major progress in citation collections. A backlog that once totaled thousands of unpaid citations has been substantially reduced, and the program is now issuing payment notices at 30, 60, and 90-day intervals. Approximately 600 cases remain in the backlog, with unpaid citations now moving swiftly to collections or to the Franchise Tax Board when applicable. Automation of initial payment notices through Breeze is nearly ready to launch, which will further reduce manual workload.

d. Outreach Update

Kristy Underwood highlighted recent outreach efforts, including participation in the Sacramento Regional Youth Career Fest at Cosumnes River College on September 26, a campus visit to Citrus College on September 29, and a presence at the LashCon trade show. Social media engagement remains strong, with over 14,100 Instagram followers, 93 on X, 23,000 on Facebook, and growing audiences on newer Spanish- and Vietnamese-language Facebook pages. All accounts are managed internally.

Discussion shifted to the implications of increased visibility online. Tonya Fairley shared concerns about personal targeting and negative interactions via social media, emphasizing the need for awareness and support in managing the public nature of Board leadership roles. She underscored the value of outreach but noted that heightened exposure brings unique challenges.

Members asked whether promotional efforts, such as paid social media ads or expanded YouTube content, could be considered. Staff noted the existing YouTube channel is primarily used for meeting webcasts and agreed to explore future opportunities to broaden digital engagement.

e. Strategic Plan Update

Kristy Underwood provided a brief strategic plan update, noting that pre-apprentice training is now available and currently being translated into Spanish. The BarberCosmo Update is published quarterly. With the current strategic plan ending in 2027, staff will begin preparations next year for the next planning cycle, including strategic planning sessions anticipated to begin mid-year.

Public Comments: There were no public comment on the management reports.

8. Update and Discussion on Chaptered Legislation:

a. AB 1514 (Assembly Members Ortega (Chair), Elhawary, Kalra, and Ward) Labor contracts

Kristy Underwood explained that AB 1514 extends the labor contract exemption for manicurists, allowing them to operate as booth renters starting January 1, 2026, through January 1, 2029. She noted ongoing discussions about new legislation to ensure that manicurists are treated equally with other license types.

b. SB 236 (Pierson) – Cosmetics: chemical hair relaxers.

SB 236 pertains to chemical hair relaxers. The bill prohibits the use of products containing certain ingredients and requires the Department of Toxic Substances Control to adopt regulations by January 1, 2030 to enforce these provisions. The primary impact will be on manufacturers of these hair relaxer products.

c. SB 470 (Laird) – Bagley-Keene Open Meeting Act: teleconferencing.

This bill extends the Bagley-Keene Open Meeting Act exemption. This allows BBC committee members to participate remotely, while a majority are physically present in Sacramento.

d. SB 518 (Weber Pierson) – Descendants of enslaved persons: reparations.

Finally, Ms. Underwood discussed SB 518, which establishes the Bureau for Descendants of American Slavery. She noted that previous legislation aimed at expediting certain processes for descendants did not pass, and this new bureau was created to manage that workload. Staff will continue to monitor its development and potential impacts. She concluded by noting that the Board is not required to take any action on legislation at this time.

Public Comments: There were no public comments.

9. Discussion and Possible Action Regarding Rulemaking Proposals:

- a. **Update Regarding Rulemaking to Amend Title 16, California Code of Regulations (CCR) section 911 (License by Endorsement (Reciprocity), Application and Out of State License Certifications)**
- b. **Update Regarding Rulemaking to Amend Title 16, CCR sections 913, 913.1, 914.1, 914.2, 915, 917, 918, 918.1, 919, 919.1, 920, 921, 921.1, 921.2, 922, 924, 924.1, 925, 926, 927 (Apprenticeship)**
- c. **Update Regarding Rulemaking to Amend Title 16, CCR section 931 (Interpreters for Licensing Exams)**
- d. **Update Regarding Rulemaking to Amend Title 16, CCR sections 940, 941, 950.10, 950.12, 962, 962.1, 962.2 (Schools and Externs)**
- e. **Update Regarding Rulemaking to Adopt Title 16, CCR section 974.4 (SB 384: Remedial Education Program)**
- f. **Update Regarding Rulemaking to Amend Title 16, CCR section 977 et seq. (Health and Safety)**
- g. **Update Regarding Rulemaking to Amend Title 16, CCR section 998 (Hairstylist Licensing Fees)**

Kristy Underwood provided an update on regulation packages. The final regulation proposal cleaning up hair stylist fees was approved by the Office of Administrative Law and became effective October 1, 2025. Another proposal, allowing interpreters for licensing exams to serve once per year instead of every two years, was submitted to OAL on October 15, 2025, with a response expected before December 1, 2025, targeting an effective date of January 1, 2026.

She noted ongoing work on out-of-state license certifications, apprenticeship program, schools and externs, remedial education, and health and safety regulations. The team is in the process of hiring a new regulation specialist, which will allow deeper focus on these large regulation packages. Ms. Underwood emphasized the need to wait for sunset review outcomes for the apprenticeship program and schools to determine the scope for developing new regulations.

Public Comment: There were no public comments on this item.

10. Discussion and Possible Action on Modified Text and Adoption of Amendments to Title 16, CCR section 972 (Disciplinary Guidelines)

Kristy Underwood explained that these guidelines have been presented in prior sessions and are now returning with a minor update based on the director's recommendations. The highlighted change clarifies that the posting of suspension signs applies consistently to cosmetology, hair styling, skincare, nail care, or electrolysis services, rather than just "barbering and cosmetology." She noted that the full disciplinary packet is provided for reference and requested a motion to approve the modified text.

Motion: Tonya Fairley moved to approve the proposed modified regulatory text and form therein incorporated by reference as set forth in attachment one; direct staff to take all steps necessary to complete the rulemaking process, including preparing modified text for notice of a 15-day public comment period. If, after the 15-day comment period, the board does not receive any objections or adverse recommendations specifically directed at the modified text, the notice, or to the procedures followed by the board in proposing or adopting this action, authorize the Executive Officer to make any nonsubstantive changes to the proposed regulation and rulemaking file and adopt amendments to Title 16 CCR Section 972 as set forth in attachment one. Calimay Pham seconded the motion.

Public Comment: There were no public comments.

Roll Call Vote: Motion carried: 10 yes, 0 no, and 0 abstain, per the following roll call vote:

- Committee Members voted "Yes": Tonya Fairley, Kellie Funk, Anthony Bertram, Michelle Edgar, Megan Ellis, Dr. Yolanda Jimenez, Sinar Lomeli, Danielle Munoz, Calimay Pham, Steve Weeks

11. Discussion and Possible Action on the Board's Final 2026 Sunset Review Report

Ms. Underwood introduced the sunset review, noting that the semifinal report was included in the packets with highlighted changes from the last meeting. She explained that the report must be approved today and submitted to the legislature by the first week of January. Once returned, the Board may need to hold a meeting to respond to any questions.

She then guided members to review the highlighted changes on pages three through five, which included additional photos and expanded the consumer harm section. Calimay Pham noted that the lice photos could be clearer, and suggested changing the language describing "hair" businesses to "beauty industry."

The review continued with page seven, where an attachment numbering had been updated. On page nine, AB 1514 was added to reflect the manicurist exemption. Page 11 added SB 236, the hair relaxer bill, and page 12 included SB 470, the teleconferencing bill. Pages 16 and 17 updated attachment numbers.

On page 20, new data showed the Board spent an average of \$1.9 million over the last four years on the Breeze program, including licensing, maintenance, and operational costs. Fee analysis for citations remains in progress and will appear in the next sunset report. Page 24

included additional training information. Minor additions were made on pages 60 and 66. Page 67 expanded on actions taken to reduce inequities for vulnerable communities, highlighting multilingual exams, social media, and translations.

Page 72 clarified AB 1514. The DEI committee survey was noted for inclusion. Calimay Pham asked about interstate compacts on page 75, which had not been supported in the legislature and is currently dropped. On page 80, new issues were added regarding sole oversight of schools, outlining priorities if full oversight is not granted. Discussion addressed potential financial implications, including staffing and enforcement costs, with Kristy Underwood noting a fiscal analysis would be required if legislation is proposed. Pages 82 and 83 included recommended legislative language and modifications to licensure by endorsement to require proof of passing a licensure examination in the U.S. or territory, ensuring validity for applicants who have moved states. Page 84 added an attachment, and no changes were made to the apprentice report. Kristy Underwood concluded by outlining the recommended motion to approve the final sunset report.

Motion: Danielle Munoz moved to approve the final sunset report and two amendments: on page five, changing “hair businesses” to “beauty industry,” and on page 67, adding the DEI survey information, and to allow the Executive Officer to make any nonsubstantive and technical changes to the report before submission. Megan Ellis seconded the motion.

Public Comment:

A member of the public, a licensed esthetician, expressed concern with the use of the term “consumer harm,” suggesting “consumer protection” as a more accurate and balanced description of the profession. She noted that estheticians contribute significantly to the state’s beauty economy and stated that the report highlights risks without offering solutions or advancement pathways. The speaker encouraged the Board to consider a clear route for estheticians to work under medical supervision in evolving med spa environments.

Fred Jones from the Professional Beauty Federation stated that, for the first time in decades, there is a genuine threat of efforts to deregulate the industry, pointing to similar movements in other states. He emphasized the need for the sunset report to clearly highlight potential consumer harm in order to reinforce the value of licensure and state oversight to policymakers who may not fully understand the risks involved in cosmetic services. He also recommended including more graphic visuals to capture legislators’ attention.

Regarding school oversight, Mr. Jones noted that if the Board were granted sole authority over schools, associated school licensing fees would come to the Board rather than BPPE, providing significant additional funding.

Jaime Schrabek from Precision Nails supported strengthening the language in the sunset report related to consumer protection. She suggested adding the following language: “from minor departures from the standard of practice to incompetence and gross negligence, the risk to consumers ranges from a disappointing experience to permanent disfigurement or disability, including amputations and even death.” She emphasized that these risks exist anytime a consumer receives services in an establishment.

Ms. Schrabec also commented that legislators may incorrectly assume the beauty industry requires the same safeguards as other regulated professions—such as continuing education, liability insurance, bloodborne pathogen training, or background checks—which are not required in this field. She noted that reducing barriers to entry has also increased consumer risk, reinforcing the Board’s critical role in protecting the public.

Roll Call Vote: Motion carried: 10 yes, 0 no, and 0 abstain, per the following roll call vote:

- Committee Members voted “Yes”: Tonya Fairley, Kellie Funk, Anthony Bertram, Michelle Edgar, Megan Ellis, Dr. Yolanda Jimenez, Sinar Lomeli, Danielle Munoz, Calimay Pham, Steve Weeks

12. Public Comment on Items Not on the Agenda

There were no comments received for this item.

13. Suggestions for Future Agenda Items

Kristy Underwood commented that staff is working on pulling additional data related to Spanish speaking licensees and apprentices, which will now receive greater focus following completion of the sunset report.

Tonya Fairley requested revisiting a prior discussion regarding establishment violations related to storing items in restrooms. Ms. Underwood noted that this could be addressed through the regulatory process and also referenced prior comments from Steve Weeks about LLCs and partnerships, which staff will continue to review and bring forward in future regulatory proposals.

Ms. Fairley additionally asked about addressing “out of business” establishments that inspectors continue to encounter during field inspections. She asked whether there was a way to better automate the process when a business has clearly closed. Ms. Underwood explained that staff is actively working on this through this project, which focuses on identifying and removing long-closed establishments from inspection routes. She clarified that delinquent licenses are now reviewed in advance so inspectors do not lose time visiting locations that can be confirmed as closed by office staff.

14. Adjournment

There being no further business to discuss, the meeting adjourned at approximately 11:15 a.m.

After adjournment of the public meeting, Board Members reconvened in a CLOSED SESSION Pursuant to Section 11126 of the Government Code the Board Will Meet in Closed Session to Conduct the Executive Officer’s Performance Review.



MEMORANDUM

DATE	February 23, 2026
TO	Members, Board of Barbering and Cosmetology
FROM	Emily Whaley, Administration and Operations Manager
SUBJECT	Administration and Operations

Staffing Update

Current Number of Positions Allocated	Current Number of Vacant Positions
7	1

On November 24, 2025, Emily Whaley was welcomed back to the Board as our new Supervisor I (Staff Services Manager I) in the Administration and Operations Unit.

We are currently recruiting for one Analyst III (SSM I Specialist) to serve as the Board's Regulations Specialist.

California Department of Human Resources (CalHR) has implemented the Generalist Classification Consolidation project as of January 1, 2026. This consolidation focused on reclassifying analytical positions, including supervisory and managerial positions, and reduced 67 classifications into 8 new classifications. By broadening the minimum qualifications and removing unnecessary educational barriers in the Generalist Classification Consolidation, the state took a step toward making it easier to attract qualified candidates into civil service and for departments to find the right talent.

The Staff Services Analyst (SSA) classification is now Analyst I and Associate Governmental Program Analyst (AGPA) will be changed to Analyst II. Current Staff Services Manager's titles will also be aligned with new classifications, for example a Staff Services Manager I (SSMI) is now a Supervisor I.

Staff Training

On October 13, 2025, all Board personnel participated in Conversation: How to Protect or Recover Dialogue. This training was designed by DCA's Strategic Organizational Leadership and Individual Development (SOLID) Unit to help turn a potential negative conversation around and make it positive.

On December 1, 2025, the BBC Management Team participated in a Leadership Empowerment Workgroup presented through SOLID. This Leadership training was focused on valuing diversity, providing equity and creating inclusion consistently in leadership practices.

On January 26, 2026, all Board personnel participated in Finding Time – Improving your Time Management Skills, provided by SOLID. This course covers what time management is and how to apply it.

Vehicles

The Board currently owns 17 vehicles, with one additional unit scheduled for delivery in February 2026, bringing the total to 18.

In September 2025, the Board received six of the seven Hyundai Ioniq 5s that were included in the FY 24/25 Fleet Acquisition Plan. The remaining Ioniq was damaged upon arrival and sent back to the vendor. The replacement vehicle is estimated to be delivered February 2026. Three of the Ioniq's successfully replaced gas vehicles that had reached their survey eligibility. The remainder have been assigned to Special Investigators positions.

As part of the FY 25/26 Fleet Acquisition Plan (FAP), the Board proposes to purchase an additional seven Zero-Emission Vehicles (ZEV) to replace older units and to return borrowed vehicles to their respective boards. The FAP will advance compliance with California's ZEV purchasing mandate (SAM 4121.1) towards statewide sustainability goals, reducing fleet emissions, and supports the transition to a fully clean-energy fleet.

Budget Projection Reports and Fund Condition

Below is the Budget Report Fiscal Year (FY) 2025-26 Expenditure Projections based on Fiscal Month 6 (FM) (December 2025). Based on these projections, the Board is scheduled to revert \$26,047 back into the Board’s Fund.

**Board of Barbering and Cosmetology
FM 6 Fiscal Year 2025/26**

Projected Expenditures December 2025

Personnel Services	ALLOTMENT	BBC Projected Expenditures	Projected Year End Balance
5100 Permanent	\$5,804,000	\$5,236,073	\$567,927
5100 Temporary	\$587,000	\$500,000	\$87,000
5105-5108 Per Diem, Overtime & Lump Sum	\$0	\$10,000	(\$10,000)
5150 Staff Benefits	\$3,521,000	\$3,454,574	\$66,426
5170 Salary Savings	\$0	\$0	\$0
Total of Personnel Services	\$9,912,000	\$9,200,647	\$711,353
Operating Expenses & Equipment (OE&E)	Allotment	BBC Projected Expenditures	Projected Year End Balance
5301 General Expense	\$364,000	\$184,562	\$179,438
5302 Printing	\$250,000	\$590,226	(\$340,226)
5304 Communication	\$21,000	\$30,468	(\$9,468)
5306 Postage	\$232,000	\$48,408	\$183,592
5308 Insurance	\$4,000	\$6,623	(\$2,623)
53202-204 Travel In State	\$73,000	\$81,000	(\$8,000)
53206-208 Travel, Out-of-State	\$0	\$0	\$0
5322 Training	\$11,000	\$4,000	\$7,000
5324 Facilities Operations	\$751,000	\$289,272	\$461,728
53402-53403 Attorney General, OAH, C&P Services Interdept	\$1,672,000	\$1,644,467	\$27,533
53404-53405 Consultant & Professional Svs. - External	\$1,793,000	\$2,917,455	(\$1,124,455)
5342 DCA Pro Rata	\$6,544,000	\$6,544,000	\$0
5342 Interagency Services	\$1,000	\$92,994	(\$91,994)
5344 Consolidated Data Center	\$68,000	\$44,245	\$23,755
5346 Information Technology	\$38,000	\$72,244	(\$34,244)
5362-5368 Equipment	\$168,000	\$106,798	\$61,202
5390 Other Items of Expense & Vehicles	\$41,000	\$51,544	(\$10,544)
54 Special Items and Expenses	\$0	\$8,000	(\$8,000)
Total Operating Expenses & Equipment	\$12,031,000	\$12,716,306	(\$685,306)
Total Expenses	\$21,943,000	\$21,916,953	\$16,047
Schedule Reim. Other	-\$57,000	-\$57,000	
Net Appropriation	\$21,886,000	\$21,859,953	\$26,047
SURPLUS/(DEFICIT)			0.12%

The figures above are estimates provided by DCA Budgets, based on recent trends and historical data. If a significant change in spending is observed, the Allotment and Projected Expenditures are adjusted accordingly.

The below analysis of the Board’s Fund Condition projects to have 19.9 months in reserve for FY 2025-26. This means the Board would be able to continue to operate for 19.9 months without collecting any additional revenue.

**0069 - Barbering and Cosmetology Contingency Fund Analysis of Fund Condition
(Dollars in Thousands)
2026-27 Governor’s Budget w FM 6 Projections**

	Actuals 2024-25	CY 25-26	BY 26-27	BY +1 27-28	BY +2 28-29
BEGINNING BALANCE	\$ 11,926	\$ 39,477	\$ 40,062	\$ 41,641	\$ 41,806
Prior Year Adjustment	\$ -220	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 11,706	\$ 39,477	\$ 40,062	\$ 41,641	\$ 41,806
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS					
Revenues					
4121200 - Delinquent fees	\$ 1,281	\$ 1,307	\$ 1,333	\$ 1,333	\$ 1,333
4127400 - Renewal fees	\$ 12,067	\$ 14,050	\$ 14,163	\$ 14,163	\$ 14,163
4129200 - Other regulatory fees	\$ 2,531	\$ 2,799	\$ 2,854	\$ 2,854	\$ 2,854
4129400 - Other regulatory licenses and permits	\$ 5,689	\$ 5,817	\$ 5,935	\$ 5,935	\$ 5,935
4143500 - Miscellaneous Services to the Public	\$ 8	\$ -	\$ -	\$ -	\$ -
4150500 - Interest Income - Interfund Loans	\$ 689	\$ -	\$ -	\$ -	\$ -
4163000 - Income from Surplus Money Investments	\$ 1,675	\$ 1,371	\$ 1,317	\$ 618	\$ 610
4171400 - Escheat - Unclaimed Checks, Warrants	\$ 31	\$ 18	\$ 18	\$ 18	\$ 18
4171500 - Unclaimed Property	\$ 1	\$ -	\$ -	\$ -	\$ -
4172500 - Miscellaneous Revenues	\$ 7	\$ 4	\$ 4	\$ 4	\$ 4
	\$ 23,961	\$ 25,330	\$ 25,678	\$ 24,925	\$ 24,917
Transfers and Other Adjustments					
Loan Repayment from the General Fund (0001) to the Barbering and Cosmetology Contingent Fund (0069) per Item 1111-011-0069, Budget Act of 2020	\$ 25,000	\$ -	\$ -	\$ -	\$ -
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS					
	\$ 48,961	\$ 25,330	\$ 25,678	\$ 24,925	\$ 24,917
TOTAL RESOURCES	\$ 60,667	\$ 64,807	\$ 65,740	\$ 66,566	\$ 66,723
Expenditures:					
1111 Department of Consumer Affairs (State Operations)	\$ 20,547	\$ 22,416	\$ 22,017	\$ 22,678	\$ 23,358
9892 Supplemental Pension Payments (State Operations)	\$ 100	\$ -	\$ -	\$ -	\$ -
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 543	\$ 2,329	\$ 2,082	\$ 2,082	\$ 2,082
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS					
	\$ 21,190	\$ 24,745	\$ 24,099	\$ 24,760	\$ 25,440
FUND BALANCE					
Reserve for economic uncertainties	\$ 39,477	\$ 40,062	\$ 41,641	\$ 41,806	\$ 41,284
Months in Reserve	19.1	19.9	20.2	19.7	19.5

NOTES:

1. Assumes workload and revenue projections are realized in BY +1 and ongoing.
2. Expenditure growth projected at 3% beginning BY +1.



MEMORANDUM

DATE	February 23, 2026
TO	Members, Board of Barbering and Cosmetology
FROM	James Zimmerman, Licensing and Operations Chief
SUBJECT	Licensing, Examinations, and Disciplinary Review Appeals

Staffing Update

Current Number of Positions Allocated	Current Number of Vacant Positions
19	6

The Board is recruiting for one Supervisor I (Staff Services Manager I), an Analyst II (Associate Governmental Program Analyst), a Limited Term Analyst I (Staff Services Analyst). Licensing is also recruiting for a Limited Term Program Technician II, to complete our communications unit, and two Seasonal Clerks.

Examinations

Pass rates were unchanged for Esthetician. Barber pass rate was up 1%, Cosmetology was down 2%, Manicurist was up 2%, Electrology was down 2%, and Hairstylist was down 4%.

License Type	FY 25/26 Q1 Pass %	FY 25/26 Q2 Pass %
Barber	57%	58%
Cosmetology	64%	62%
Esthetician	77%	77%
Manicurist	75%	77%
Electrology	69%	67%
Hairstylist	54%	50%

*Based on quarter comparison

Emails

The Board receives about 114 emails a day and our response time is one to two business days.

Applications

The Board received 13,511 applications during the second quarter of FY 25/26. This decreased 13.3% over the first quarter of FY 25/26. The following license type saw a decrease in applications; barber 4.71%, cosmetology 11.4%, esthetician 7.9% and manicurist 8.7%. Reciprocity applications showed growth in manicurist 4.28%. The barber and cosmetologist apprentice applications saw a decrease in growth.

The Board has about 585 applications pending daily. All applications are being processed within two to three weeks.

Establishment Applications Received

The Board has seen a decrease in establishment applications from the last quarter to the current quarter. This decrease is in line with the trends from the last three fiscal years.

	Jul-Sep	Oct-Dec	Jan-Mar	Apr-June	YTD
FY 22/23	1,751	1,543	1,712	2,247	7,253
FY 23/24	2,090	1,902	2,303	2,127	8,422
FY 24/25	2,319	1,824	2,167	2,134	8,444
FY 25/26	2,195	1,817	-	-	3,991

Licenses Issued

The Board issued 7,837 licenses during the second quarter of FY 25/26. This was a decrease of 17% from the first quarter of FY 25/26. The number of personal service permit licenses issued increased from 32 to 41, which is 43.7% increase. Mobile unit also increased from 4 to 6, which is a 50% increase.

Our current license population is 664,120.

Performance Measures

Applications Received

Quarterly Applications Received Fiscal Year 25/26

License Type	Jul-Sep	Oct-Dec	Jan-Mar	Apr-June	YTD
Personal Service Permit	41	32			73
Establishment	2,174	1,817			3,991
Mobile Unit	4	6			10
Barber					
Initial Application	1,125	1,072			2,197
Re-Exam	1,314	1,093			2,407
<u>Sub-Total</u>	<u>2,439</u>	<u>2,165</u>			<u>4,604</u>
Reciprocity	72	41			113
Apprentice	445	263			708
Cosmetologist					
Initial Application	2,478	2,194			4,672
Re-Exam	2,122	1,901			4,023
<u>Sub-Total</u>	<u>4,600</u>	<u>4,095</u>			<u>8,695</u>
Reciprocity	592	568			1,160
Apprentice	263	153			416
Electrologist					
Initial Application	36	30			66
Re-Exam	27	19			46
<u>Sub-Total</u>	<u>63</u>	<u>49</u>			<u>112</u>
Reciprocity	3	2			5
Apprentice					
Esthetician					
Initial Application	1,459	1,354			2,813
Re-Exam	859	656			1,515
<u>Sub-Total</u>	<u>2,318</u>	<u>2,010</u>			<u>4,328</u>
Reciprocity	221	187			408
Manicurist					
Initial Application	1,378	1,258			2,636
Re-Exam	655	521			1,176
<u>Sub-Total</u>	<u>2,033</u>	<u>1,779</u>			<u>3,812</u>
Reciprocity	291	304			595
Hairstylist					
Initial Application	20	22			42
Re-Exam	2	9			11
<u>Sub-Total</u>	<u>22</u>	<u>31</u>			<u>53</u>
Reciprocity	12	9			21
Total	15,593	13,511			29,104

Written Exam Results

Re-Exams continue to have a lower pass rate than first time test takers. Spanish pass rates for the first time test takers have the lowest pass rate out of all languages, except for Korean manicurist examinees.

October 1, 2025 - December 31, 2025

First Time Test Takers

Barber	Passed	Failed	Total	Pass Rate
Chinese	1	1	2	50%
English	492	295	787	63%
Korean	2	0	2	100%
Spanish	23	65	88	26%
Vietnamese	5	12	17	29%
Total	523	373	896	58%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	0	0	0%
244	503	747	33%
1	0	1	100%
41	148	189	22%
10	17	27	37%
296	668	964	31%

First Time Test Takers

Cosmetologist	Passed	Failed	Total	Pass Rate
Chinese	53	24	77	69%
English	1,042	558	1,600	65%
Korean	7	9	16	44%
Spanish	43	117	160	27%
Vietnamese	135	83	218	62%
Total	1,280	791	2,071	62%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
40	48	88	45%
345	647	992	35%
4	14	18	22%
71	325	396	18%
60	95	155	39%
520	1,129	1,649	32%

First Time Test Takers

Esthetician	Passed	Failed	Total	Pass Rate
Chinese	24	5	29	83%
English	834	238	1,072	78%
Korean	4	1	5	80%
Spanish	17	13	30	57%
Vietnamese	27	18	45	60%
Total	906	275	1,181	77%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
5	6	11	45%
201	264	465	43%
2	1	3	67%
10	24	34	29%
14	31	45	31%
232	326	558	42%

First Time Test Takers

Manicurist	Passed	Failed	Total	Pass Rate
Chinese	23	3	26	88%
English	490	111	601	82%
Korean	1	2	3	33%
Spanish	18	25	43	42%
Vietnamese	341	119	460	74%
Total	873	260	1,133	77%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
3	6	9	33%
79	79	158	50%
2	7	9	22%
19	32	51	37%
112	158	270	41%
215	282	497	43%

First Time Test Takers

Electrologist	Passed	Failed	Total	Pass Rate
Chinese	0	0	0	0%
English	16	8	24	67%
Korean	0	0	0	0%
Spanish	0	0	0	0%
Vietnamese	0	0	0	0%
Total	16	8	24	67%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	0	0	0%
8	16	24	33%
0	0	0	0%
0	1	1	0%
0	0	0	0%
8	17	25	32%

First Time Test Takers

Hairstylist	Passed	Failed	Total	Pass Rate
Chinese	0	0	0	0%
English	6	4	10	60%
Korean	0	0	0	0%
Spanish	0	0	0	0%
Vietnamese	0	2	2	0%
Total	6	6	12	50%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	3	3	0%
0	1	1	0%
0	0	0	0%
1	0	1	100%
0	0	0	0%
1	4	5	20%

Written Exam Results by Educational Background

October 1, 2025 - December 31, 2025

Written Exam Results - Apprentice Program

First Time Test Takers

License Type	Passed	Failed	Total	Pass Rate
Barber	53	69	122	43%
Cosmetologist	45	79	124	36%
Electrologist	0	0	0	0%
Total	98	148	246	40%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
56	140	196	29%
53	191	244	22%
0	0	0	0%
109	331	440	25%

Written Exam Results - Out of Country

First Time Test Takers

License Type	Passed	Failed	Total	Pass Rate
Barber	6	24	30	20%
Cosmetologist	56	92	148	38%
Electrologist	0	1	1	0%
Esthetician	18	19	37	49%
Hairstylist	0	3	3	0%
Manicurist	61	46	107	57%
Total	141	185	326	43%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
12	65	77	16%
68	157	225	30%
3	4	7	43%
15	26	41	37%
1	4	5	20%
38	50	88	43%
137	306	443	31%

Written Exam Results - School Program

First Time Test Takers

License Type	Passed	Failed	Total	Pass Rate
Barber	464	280	744	62%
Cosmetologist	1,179	620	1,799	66%
Electrologist	16	7	23	70%
Esthetician	888	256	1,144	78%
Hairstylist	6	3	9	67%
Manicurist	812	214	1,026	79%
Total	3,365	1,380	4,745	71%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
228	463	691	33%
399	781	1,180	34%
5	13	18	28%
217	300	517	42%
0	0	0	0%
177	232	409	43%
1,026	1,789	2,815	36%

First Time Test Takers

Barber	Passed	Failed	Total	Pass Rate
Chinese	0	0	0	0%
English	50	49	99	51%
Korean	0	0	0	0%
Spanish	3	19	22	14%
Vietnamese	0	1	1	0%
Total	53	69	122	43%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	0	0	0%
44	93	137	32%
0	0	0	0%
11	47	58	19%
1	0	1	100%
56	140	196	29%

First Time Test Takers

Cosmetologist	Passed	Failed	Total	Pass Rate
Chinese	0	0	0	0%
English	25	31	56	45%
Korean	0	1	1	0%
Spanish	20	45	65	31%
Vietnamese	0	2	2	0%
Total	45	79	124	36%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	2	2	0%
18	47	65	28%
0	1	1	0%
34	140	174	20%
1	1	2	50%
53	191	244	22%

Out of Country Schools

First Time Test Takers

Barber	Passed	Failed	Total	Pass Rate
Chinese	0	0	0	0%
English	3	6	9	33%
Korean	0	0	0	0%
Spanish	3	17	20	15%
Vietnamese	0	1	1	0%
Total	6	24	30	20%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	0	0	0%
3	19	22	14%
0	0	0	0%
8	46	54	15%
1	0	1	100%
12	65	77	16%

First Time Test Takers

Cosmetologist	Passed	Failed	Total	Pass Rate
Chinese	11	5	16	69%
English	14	25	39	36%
Korean	1	3	4	25%
Spanish	4	23	27	15%
Vietnamese	26	36	62	42%
Total	56	92	148	38%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
17	29	46	37%
12	26	38	32%
2	3	5	40%
17	68	85	20%
20	31	51	39%
68	157	225	30%

First Time Test Takers

Electrologist	Passed	Failed	Total	Pass Rate
Chinese	0	0	0	0%
English	0	1	1	0%
Spanish	0	0	0	0%
Total	0	1	1	0%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	0	0	0%
3	4	7	43%
0	0	0	0%
3	4	7	43%

First Time Test Takers

Esthetician	Passed	Failed	Total	Pass Rate
Chinese	1	0	1	100%
English	13	13	26	50%
Korean	0	0	0	0%
Spanish	2	2	4	50%
Vietnamese	2	4	6	33%
Total	18	19	37	49%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
2	1	3	67%
7	11	18	39%
1	0	1	100%
2	8	10	20%
3	6	9	33%
15	26	41	37%

First Time Test Takers

Manicurist	Passed	Failed	Total	Pass Rate
Chinese	0	1	1	0%
English	6	10	16	38%
Korean	1	0	1	100%
Spanish	0	1	1	0%
Vietnamese	54	34	88	61%
Total	61	46	107	57%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	2	2	0%
7	8	15	47%
0	0	0	0%
4	2	6	67%
27	38	65	42%
38	50	88	43%

First Time Test Takers

Hairstylist	Passed	Failed	Total	Pass Rate
Chinese	0	0	0	0%
English	0	1	1	0%
Spanish	0	0	0	0%
Total	0	1	1	0%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	3	3	0%
0	1	1	0%
1	0	1	100%
1	4	5	20%

School Programs

First Time Test Takers

Barber	Passed	Failed	Total	Pass Rate
Chinese	1	1	2	50%
English	439	240	679	65%
Korean	2	0	2	100%
Spanish	17	29	46	37%
Vietnamese	5	10	15	33%
Total	464	280	744	62%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	0	0	0%
197	391	588	34%
1	0	1	100%
22	55	77	29%
8	17	25	32%
228	463	691	33%

First Time Test Takers

Cosmetologist	Passed	Failed	Total	Pass Rate
Chinese	42	19	61	69%
English	1,003	502	1,505	67%
Korean	6	5	11	55%
Spanish	19	49	68	28%
Vietnamese	109	45	154	71%
Total	1,179	620	1,799	66%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
23	17	40	58%
315	574	889	35%
2	10	12	17%
20	117	137	15%
39	63	102	38%
399	781	1,180	34%

First Time Test Takers

Electrologist	Passed	Failed	Total	Pass Rate
English	16	7	23	70%
Spanish	0	0	0	0%
Total	16	7	23	70%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
5	12	17	29%
0	1	1	0%
5	13	18	28%

First Time Test Takers

Esthetician	Passed	Failed	Total	Pass Rate
Chinese	23	5	28	82%
English	821	225	1,046	78%
Korean	4	1	5	80%
Spanish	15	11	26	58%
Vietnamese	25	14	39	64%
Total	888	256	1,144	78%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
3	5	8	38%
194	253	447	43%
1	1	2	50%
8	16	24	33%
11	25	36	31%
217	300	517	42%

First Time Test Takers

Manicurist	Passed	Failed	Total	Pass Rate
Chinese	23	2	25	92%
English	484	101	585	83%
Korean	0	2	2	0%
Spanish	18	24	42	43%
Vietnamese	287	85	372	77%
Total	812	214	1,026	79%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
3	4	7	43%
72	71	143	50%
2	7	9	22%
15	30	45	33%
85	120	205	41%
177	232	409	43%

First Time Test Takers

Hairstylist	Passed	Failed	Total	Pass Rate
Chinese	0	0	0	0%
English	6	1	7	86%
Vietnamese	0	2	2	0%
Total	6	3	9	67%

Re-Exam Test Takers

Passed	Failed	Total	Pass Rate
0	0	0	0%
0	0	0	0%
0	0	0	0%
0	0	0	0%

Licenses Issued

The total number of licenses issued decreased from 9,924 to 7,837, a 17% decrease from the last quarter.

License Type	Jul-Sep	Oct-Dec	Jan-Mar	Apr-June	YTD
Barber	984	858			1,842
Barber Apprentice	376	243			619
Cosmetologist	2,537	2,282			4,819
Cosmetologist Apprentice	217	151			368
Electrologist	36	25			61
Electrologist Apprentice	-	-			-
Esthetician	1,715	1,294			3,009
Manicurist	1,527	1,359			2,886
Hairstylist	16	15			31
Establishment	2,028	1,590			3,618
Mobile Unit	2	4			6
Personal Service Permit	9	16			25
Totals	9,447	7,837			17,284

License Type	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
Barber	3,036	1,952	3,553	3,937	1,842
Barber Apprentice	1,422	1,398	1,392	1,433	619
Cosmetologist	6,901	6,246	9,270	11,981	4,819
Cosmetologist Apprentice	963	1,035	940	717	368
Electrologist	66	62	94	118	61
Electrologist Apprentice	-	-	-	-	-
Esthetician	7,505	7,601	7,958	7,499	3,009
Manicurist	4,581	4,350	5,597	6,144	2,886
Hairstylist	-	-	25	71	31
Establishment	6,604	6,351	7,754	7,909	3,618
Mobile Unit	12	11	10	11	6
Personal Service Permit	16	116	93	37	25
Totals	31,090	29,122	36,686	39,857	17,284

License Population

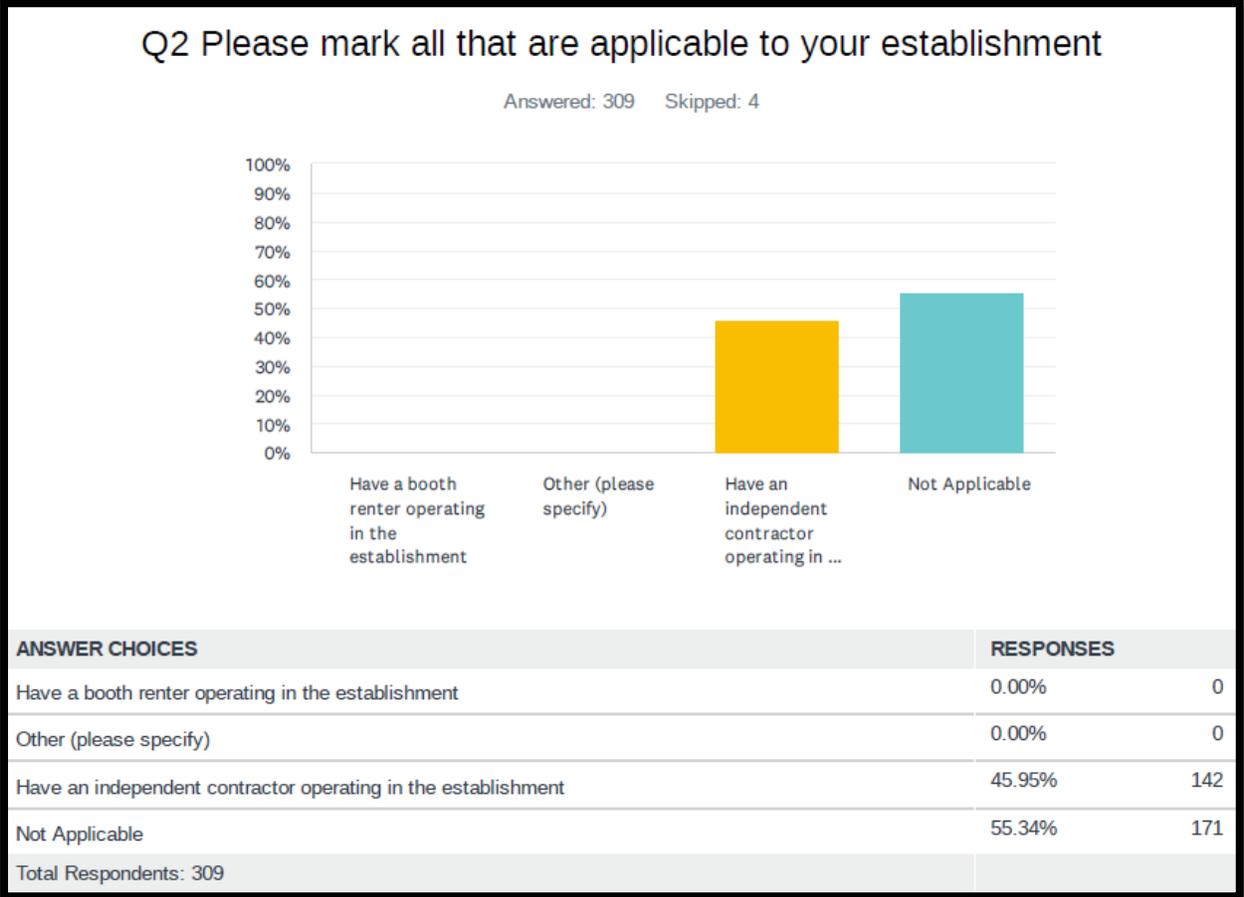
Compared to the previous quarter, the license population has increased from 662,403 to 664,120, a 0.26% increase.

Licensee Population	
Barber	43,631
Barber Apprentice	2,297
Cosmetologist	307,943
Cosmetologist Apprentice	1,238
Electrologist	1,668
Electrologist Apprentice	-
Esthetician	115,434
Manicurist	131,734
Hairstylist	122
Personal Service Permit	289
Establishment	59,681
Mobile Unit	83
Total	664,120

Survey Results

Establishments

The Board continues to collect information regarding the type of workers within establishments. 46% of respondents report having independent contractors. This is higher than the last quarter’s responses of 44% reporting having independent contractors. The other 55% of respondents report these categories of employment as not applicable to their establishment.

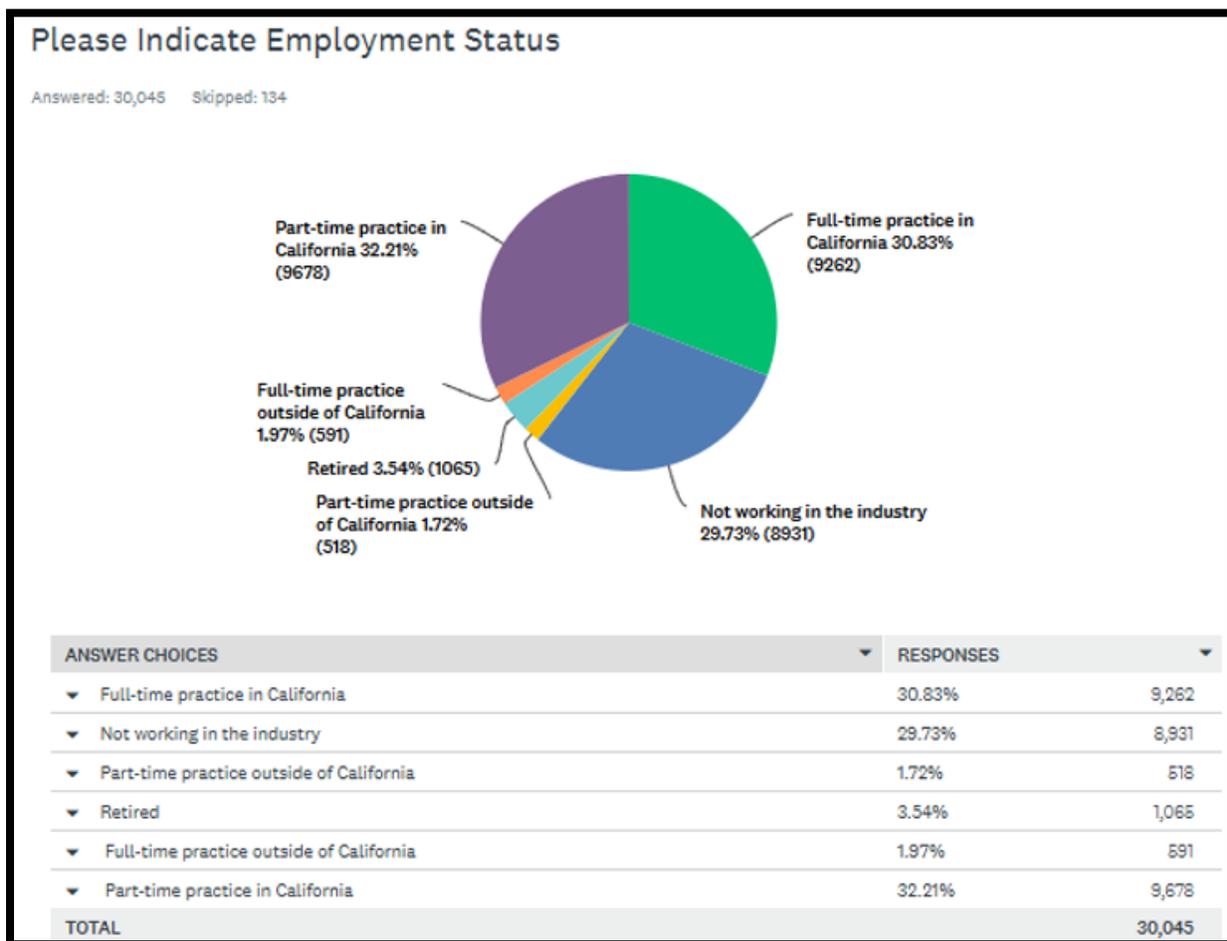


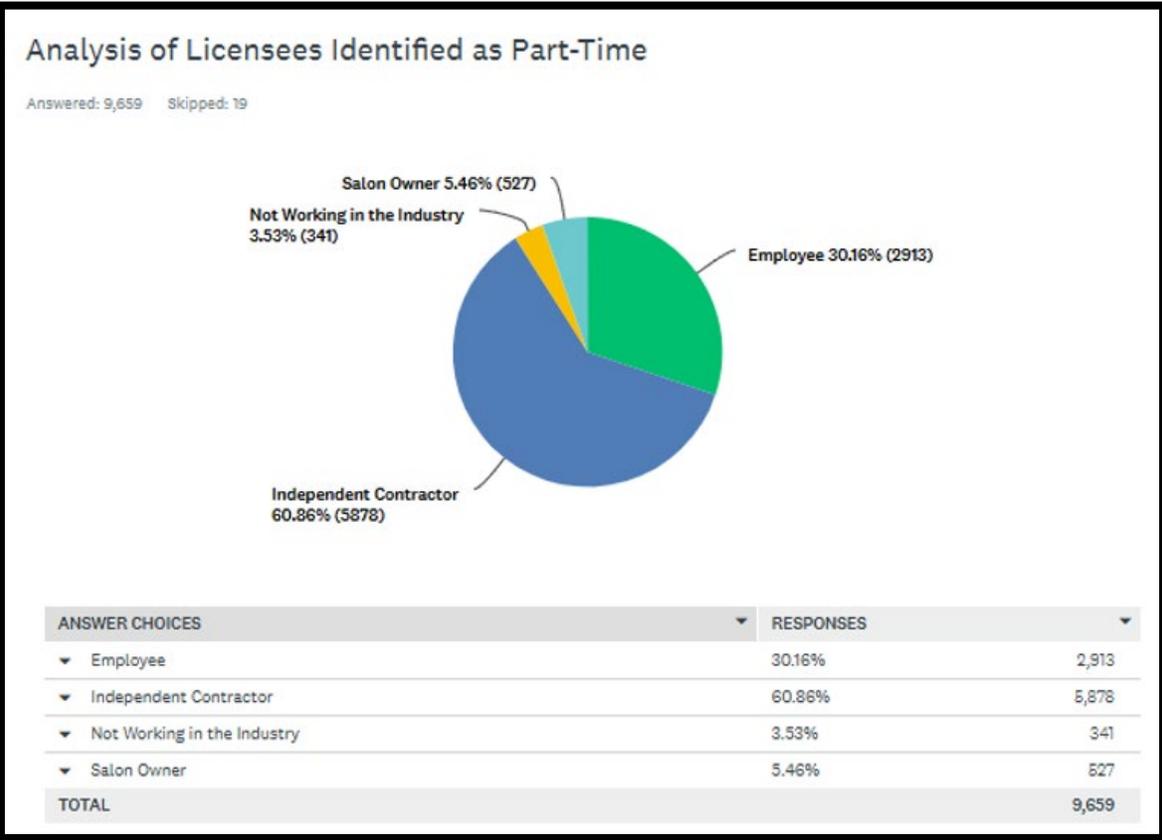
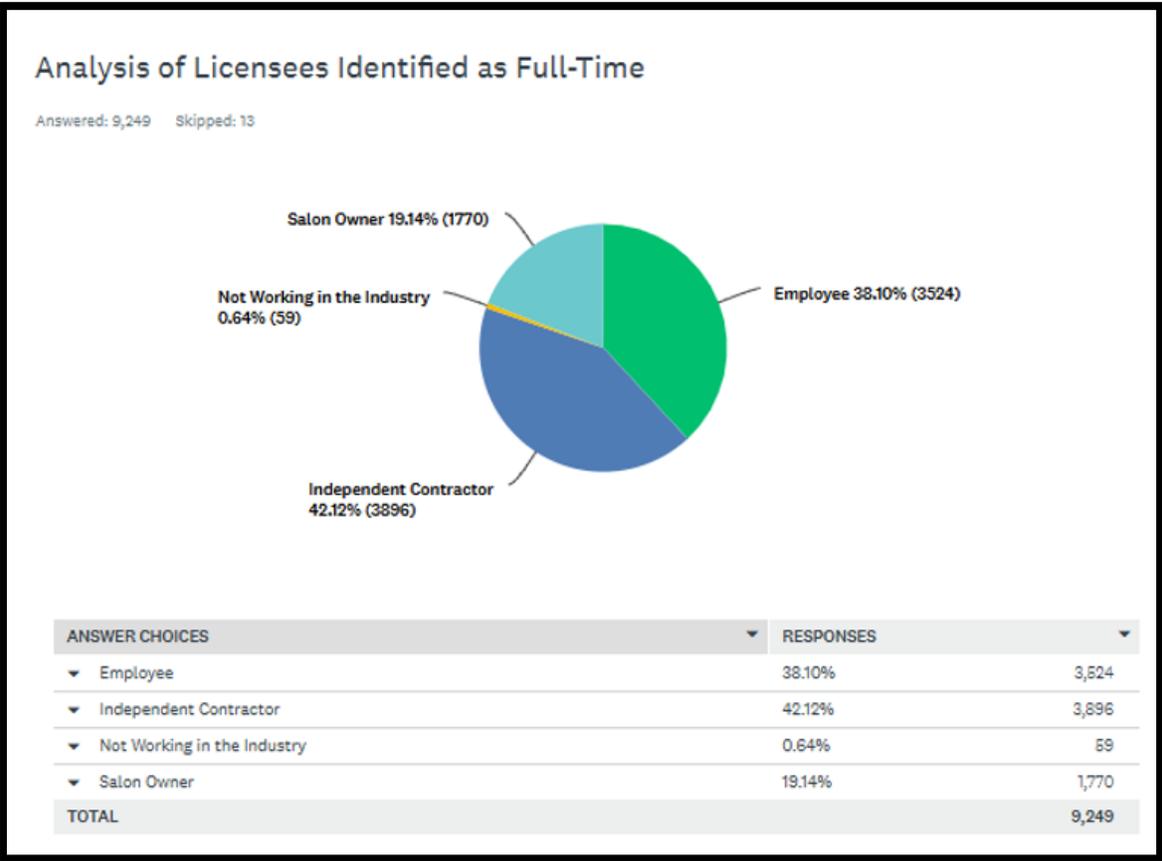
Independent Licensees

The Board received 30,045 responses to the survey of independent license renewals during the October through December 2025 period. An analysis of the recent quarter’s data shows that employment status responses are as follows: 30.8% are full-time practice in California, 32.2% are part-time practice in California, while 29.7% are not working in the industry.

When looking at licensees working in California who identify as having full-time versus part-time employment, a slight difference in the type of employment can be identified. Licensees who report working full-time make up 38.1% of licensees, licensees who report working part-time make up 30.1% of licensees.

Of those licensees working full-time, 42.1% are independent contractors, 38.1% are employees, and 19.1% are salon owners. Of those licensees reporting working part-time, 60.8% are independent contractors, 30.1% are employees, and 5.4% are salon owners.





Disciplinary Review Committee

Staffing Update

Current Number of Positions Allocated	Current Number of Vacant Positions
3	0

Disciplinary Review Committee Appeals

Compared to the previous quarter, for the North, the number of appeals received has decreased by 16.6% and the amount pending has increased by 20%. Compared to the previous quarter, for the South, the number of appeals received increased 5.3% and the amount pending has decreased 2.5%.

Disciplinary Review Committee Appeals Fiscal Year 25/26

Northern	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	YTD
Heard	0	0	-	-	0
Received	24	20	-	-	44
Pending ¹	35	47	-	-	47 ²

Southern	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	YTD
Heard	150	56	-	-	206
Received	94	99	-	-	193
Pending ¹	120	117	-	-	117 ²

¹Pending refers to the number of appeals received but not yet heard by DRC.

²Figure represents number of pending requests as of report date 12/31/2025.

The table below shows the number of pending appeals as of 12/31/2025.

Pending	South	North
Pending	117	47



MEMORANDUM

DATE	February 23, 2026
TO	Members, Board of Barbering and Cosmetology
FROM	Addison Beach, Enforcement Chief
SUBJECT	Enforcement, Inspections, and Cite and Fine

Staffing Update

Current Number of Positions Allocated	Current Number of Vacant Positions
49.5	4

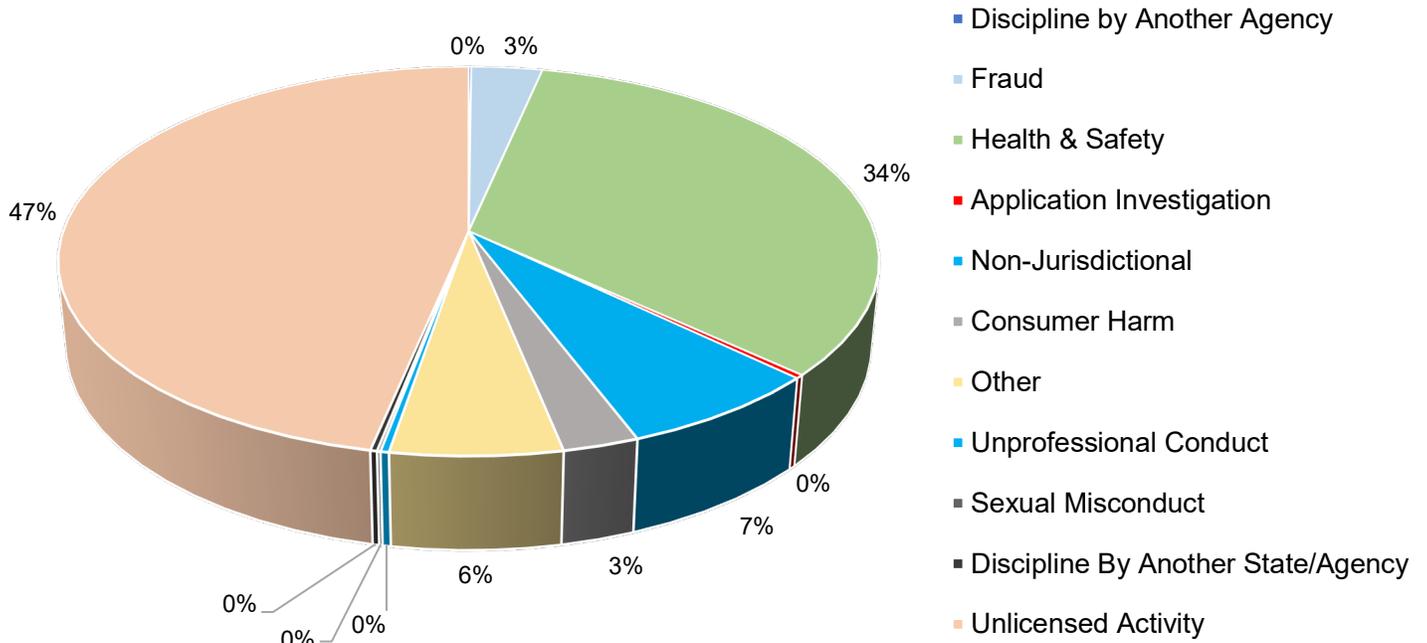
The Board is recruiting for a Supervisor I (Staff Services Manager I), an Analyst I/II (Staff Services Analyst / Associate Governmental Program Analyst), Special Investigator, and an Inspector I/II for the Enforcement Unit.

Complaint Intake

The Board received 1,728 complaints in the second quarter of FY 25/26. This was a 7% decrease from the previous quarter where 1,850 complaints were received. The Enforcement Unit has received a total of 3,578 complaints in FY 25/26.

COMPLAINTS RECEIVED				
FY 25/26				
Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
1,850	1,728	-	-	3,578

Complaints Received by Complaint Type – October 1, 2025 – December 31, 2025



Attorney General's Office

The Board referred 20 cases to the Attorney General's Office in the second quarter of FY 25/26. This is a 43% decrease from the previous quarter, when 35 cases were referred to the Attorney General's Office.

The Board has 102 cases at the Attorney General's Office.

Probation

PROBATION CASES				
FY 25/26				
	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun
Active Cases	71	85	-	-
Tolled Cases	23	22	-	-
Subsequent Discipline	11	8	-	-
Immediate Suspension	0	0	-	-
Reinstatements	3	0	-	-
Total Cases	108	115	-	-

Enforcement Statistics

COMPLAINTS							
	FY 23/24	FY 24/25	FY 25/26				
	YTD	YTD	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
Complaints Received	5,624	6,281	1,847	1,718	-	-	3,565
Referred to DOI	36	9	2	7	-	-	9
Complaints Closed	6,741	5,330	1,446	1,506	-	-	2,952
Total Complaints Pending	1,447	1,625	1,817	1,571	-	-	1,571
Average Days to Close (Quarterly)	141	114	89	138	-	-	138

APPLICATION INVESTIGATIONS							
	FY 23/24	FY 24/25	FY 25/26				
	YTD	YTD	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
Received	4	13	7	10	-	-	17
Pending	1	4	6	7	-	-	7
Closed	8	16	7	9	-	-	16

ATTORNEY GENERAL							
	FY 23/24	FY 24/25	FY 25/26				
	YTD	YTD	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
Referred	83	128	35	20	-	-	55
Accusations Filed	51	104	15	17	-	-	32
Statement of Issues Filed	4	4	3	2	-	-	5
Total Pending Cases	89	108	115	102	-	-	102

DISCIPLINARY PROCESS							
	FY 23/24	FY 24/25	FY 25/26				
	YTD	YTD	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
Proposed Decisions	4	8	6	5	-	-	11
Default Decision	22	21	1	5	-	-	6
Stipulation	14	36	12	4	-	-	16

DISCIPLINARY OUTCOMES							
	FY 23/24	FY 24/25	FY 25/26				
	YTD	YTD	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
Revocation	25	21	5	7	-	-	12
Revoke, Stay, Probation	2	9	1	2	-	-	3
Revoke, Stay, Suspend/Prob	8	24	7	3	-	-	10
Revocation, Stay w/ Suspend	0	0	0	0	-	-	0
Probation Only	1	0	0	0	-	-	0
Suspension Only	0	0	0	0	-	-	0
Suspension & Probation	0	0	0	0	-	-	0
Suspension, Stay, Probation	0	0	0	0	-	-	0
Surrender of License	3	7	5	1	-	-	6
Public Reprimands	1	0	0	0	-	-	0
License Denied	1	1	0	1	-	-	1
Other	0	1	0	2	-	-	2
Total	41	63	18	16	-	-	34

PROBATION							
	FY 23/24	FY 24/25	FY 25/26				
	YTD	YTD	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
Active	58	64	71	85	-	-	85

Schools

The Board currently has 273 approved schools and 44 open school cases. In the second quarter of FY 25/26, the Board received 43 school complaints.

Externs

The chart below indicates how many schools are participating in the extern program and how many establishments externs are working in.

Extern Programs						
	2021	2022	2023	2024	2025	Total
Number of Schools	10	13	16	14	14	67
Number of Establishments	74	62	94	54	36	327

Inspections and Citations Statistics

The Cite and Fine Unit is at a 1-day turnaround time frame from when an inspection is completed to when the citation is mailed out to the establishment or licensee.

FY 25/26	July 25	Aug 25	Sept 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	April 26	May 26	June 26
Number of Inspectors	16	16	16	16	16	16		-	-	-	-	-
Number of Inspections	653	602	625	655	380	487		-	-	-	-	-
Number of Citation Analysts	4	4	4	4	4	4		-	-	-	-	-
Inspection Reports Processed												
Number of Days to process Citations	29	5	1	1	1	1		-	-	-	-	-

CITATIONS ISSUED							
	FY 23/24	FY 24/25	FY 25/26				
	YTD	YTD	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
Establishments	3,173	4,398	785	686	-	-	1,471
Barber	319	472	57	121	-	-	178
Barber Apprentice	48	120	14	0	-	-	14
Cosmetologist	602	899	114	117	-	-	231
Cosmetologist Apprentice	14	30	4	0	-	-	4
Electrologist	1	1	0	0	-	-	0
Electrologist Apprentice	0	0	0	0	-	-	0
Manicurist	512	844	184	84	-	-	268
Esthetician	123	153	18	22	-	-	40
Hairstylist	0	0	0	0	-	-	0
Unlicensed Est.	224	235	88	66	-	-	154
Unlicensed Individual	277	400	109	107	-	-	216
Total	5,293	7,552	1,373	1,203	-	-	2,576

INSPECTION RESULTS							
	FY 23/24	FY 24/25	FY 25/26				
	YTD	YTD	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	YTD
Establishments With Violations	6,263	3,500	754	661	-	-	1,415
Establishments Without Violations	1,740	1,107	259	204	-	-	463
Out of Business	2,026	1,498	331	275	-	-	606
Closed on Call	3,377	1,907	508	377	-	-	885
Total	13,406	8,012	1,852	1,517	-	-	3,369

Request For Payment Notices

BBC is actively sending request for payment notices to establishments and individuals that have outstanding fines. First request for payment notices is sent approximately 30 days after the fine was due. Second request for payment notices are sent approximately 30 days after the first notice. Third request for payment notices are sent via certified mail approximately 30 days after the second notice. Citations for licensees that have not paid their fine in full after the third request for payment notice are sent to the Franchise Tax Board. Citations for unlicensed individuals that have not paid their fine in full after the third request for payment notice, are referred to a collection agency.

REQUEST FOR PAYMENT NOTICES SENT - FY 25/26					
	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Total
Request for Payment Notice 1	393	415	-	-	808
Request for Payment Notice 2	359	295	-	-	654
Request for Payment Notice 3	327	269	-	-	596
Referred to Collections	628	443	-	-	1071
Referred to FTB	144	151	-	-	295
Grand Total	1,851	1,573	-	-	3,424

Payment Plans

Per B&P 7408.1 and CCR 974.3 the Board may enter a payment plan for citations with administrative fines that exceed five hundred dollars (\$500.00). The average fine amount per payment plan in the second quarter of FY 25/26 is \$1,200.47.

Payment Plans – FY 25/26					
	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Total
Payment Plan Requested	72	73	-	-	145
Payment Plan Developed	29	63	-	-	92
Paid in Full	8	5	-	-	13
Payment Plan Cancelled	6	17	-	-	23
Total Pending Payment Plans	115	158	-	-	158
Initial Fine Amount Total	\$165,125.00	\$189,675.00	-	-	\$189,675.00
Total Amount Paid	\$61,776.12	\$47,172.97	-	-	\$47,172.97
Current Total Balance	\$103,348.88	\$142,502.03	-	-	\$142,502.03



MEMORANDUM

DATE	February 23, 2026
TO	Members, Board of Barbering and Cosmetology
FROM	Kristy Underwood, Executive Officer
SUBJECT	Outreach Update

Outreach Events

- Premiere Anaheim Trade Show on February 1-2, 2026 - Anaheim, CA

List Servs

- November 21, 2025, the Board emailed Schools regarding the upcoming changes to National Licensing Examinations – Effective April 1, 2026.
- December 11, 2025, the Board emailed Interested Parties regarding the Notice of Modified Text - Disciplinary Guidelines.
- December 18, 2025, the Board emailed Schools regarding the Notification of Requirements of Identification at Examination Sites.
- January 6, 2026, the Board emailed Interested Parties regarding the publication of the 2026 Sunset Review Report.
- January 20, 2026, the Board emailed Cosmetologists and Estheticians regarding our Industry Bulletin: Head Spas.
- January 26, 2026, the Board emailed Schools and Apprentice Program Sponsors regarding a virtual Town Hall with PSI on February 9, 2026.
- February 5, 2026, the Board emailed Schools and Apprentice Program Sponsors with a second notice of the virtual Town Hall with PSI on February 9, 2026.
- February 11, 2026, the Board emailed Schools regarding Externship Programs.
- February 12, 2026, the Board emailed Interested Parties regarding the upcoming Board Meeting.

Social Media

Since the last Board Meeting, the Board has been focusing on posting more information for licensees, consumers, and applicants. The Board's Instagram has 14,200 followers, X (formerly known as Twitter) has 897 followers, Facebook has 23,000 followers, Spanish Facebook has 53 followers, and Vietnamese Facebook has 272 followers. The Board has posted many different topics since the last Board Meeting which include, but are not limited to, recruiting for subject matter experts, how to contact the Board, licensee application and examination information, and scope of practice refreshers.

Follow the Board on Social Media - Your Link to Updates!

- [Vietnamese Facebook](#) - Hội Đồng Cắt Tóc và Thẩm Mỹ - California
- [Spanish Facebook](#) – Junta De Barbería y Cosmetología
- [Facebook](#) – California State Board of Barbering and Cosmetology
- [Instagram](#) - @cabarbercosmo
- [X](#) (Formerly Known as Twitter) – @ca_bbc



BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
DEPARTMENT OF CONSUMER AFFAIRS • BOARD OF BARBERING AND COSMETOLOGY
P.O. Box 944226, Sacramento, CA 94244-2260
Phone: (800) 952-5210 Email: barbercosmo@dca.ca.gov
Website: www.barbercosmo.ca.gov



MEMORANDUM

DATE	February 23, 2026
TO	Members, Board of Barbering and Cosmetology
FROM	Kristy Underwood, Executive Officer
SUBJECT	Strategic Plan Update

The Board continues to work on the goals and objectives identified in the 2022-2027 Strategic Plan. The Board has participated in the following goal related activities:

- Task 2.3.3: The pre-apprentice training course went live July 1, 2025. A potential apprentice must complete the Board-offered free pre-apprentice training prior to submitting their application for an apprentice license. As of January 15, 2026, 1,323 users have completed the course. The Board is currently working with a vendor on a Spanish version of the course.
- Task 6.2.6: Staff are still publishing the quarterly newsletter, *The BarberCosmo Update*. The eleventh issue is expected to be published in February 2026.

Goal 2: Legislation and Regulation			
2.1	Review policies and regulations that advocate for and support consumer protection to ensure consumer safety.		
Success Measure:	Regulations and procedures are updated and current.		
Objectives/Tasks		Target Completion	CurrentStatus
2.1.3	Review and update health & safety regulations. • Regulation updates drafted. Staff working with Reg Counsel.	Q2 2025	Pending
2.1.4	Update school regulation pertaining to health & safety. • Staff reviewing schools and externships language.	Q2 2025	Pending
2.5	Develop regulation packages for on-going regulations that affect the industry to provide clarity on state statutes.		
Success Measure:	Updated regulations filed with OAL.		
Objectives/Tasks		Target Completion	CurrentStatus
2.5.3	Depending on board response, pursue a regulation package.	Q2 2025	Pending
Goal 5: Enforcement			
5.2	Collaborate with the Bureau of Private Post-Secondary Education (BPPE) to conduct quality school investigations, to improve the qualifications of applicants and consumer protection.		
Success Measure:	Joint inspections held.		
Objectives/Tasks		Target Completion	CurrentStatus
5.2.2	Schedule and conduct joint inspections of schools.	Q2 2025 and Ongoing	On Hold
5.3	Investigate unlicensed activity in licensed and unlicensed locations (including phone application/web-based on-demand services) to increase consumer protection.		
Success Measure:	Procedures have been updated and implemented.		
Objectives/Tasks		Target Completion	CurrentStatus
5.3.2	Create and update procedures for forwarding cases to DOI for investigation. • Met with DCA's Division of Investigation January 2023. Updating procedures.	Q1 2023 and Ongoing	Pending
5.4	Explore and collaborate with industry booking platforms to require license verification to enhance consumer protection.		
Success Measure:	Met with at least one booking platform contact.		
Objectives/Tasks		Target Completion	CurrentStatus
5.4.3	Develop standardized language for contacting booking platforms.	Q2 2025	Pending

5.4.4	Attempt to hold meetings with booking platforms contact person.	Q2 2025	Pending
5.4.5	Present request for booking platforms to require license.	Q2 2025	Pending
5.5	Review probationary process and existing remedial education information to ensure remedial education procedure and communication is clear.		
Success Measure:	Report delivered to the Board.		
Objectives/Tasks		Target Completion	CurrentStatus
5.5.3	Review probationary process.	Q2 2025	Pending
5.5.4	Develop and update to the Board.	Q2 2025	Pending
5.6	Develop remedial education material to assist in probationer compliance.		
Success Measure:	Recommendation made to the Board.		
Objectives/Tasks		Target Completion	CurrentStatus
5.6.1	Review existing remedial education requirements.	Q2 2025	Pending
5.6.2	Develop materials to present to the Board.	Q2 2025	Pending
5.6.3	Make recommendation to the Board on new remedial education program for probationers.	Q3 2025	Pending
Goal 6: Outreach			
6.4	Solicit feedback from licensees on a more continuous basis to engage with licensees.		
Success Measure:	Feedback has been received; increased survey responses.		
Objectives/Tasks		Target Completion	CurrentStatus
6.4.1	Continue sending postcard surveys after inspections done and re-examine questions.	Q1 2023 and Ongoing	Pending
<ul style="list-style-type: none"> Reviewing and updating the postcard survey questions. 			
6.4.3	Identify topics of interest.	Q2 2023 and Ongoing	Pending
<ul style="list-style-type: none"> Created a SurveyMonkey link for the public to complete after their interactions with the Board by email. Also exploring the option of an automated phone survey and sending surveys by mail or posting a link to the website. 			

6.4.5	Explore offering a rating of how phone calls went (CIC or Admin).	Q2 2025 and Ongoing	Pending
6.4.6	Request feedback about program area effectiveness.	Q2 2025 and Ongoing	Pending
6.4.8	Conduct a post-town hall survey on the topic addressed, desire for future events.	Q2 2025 and Ongoing	Pending
6.7	Explore within the outreach committee to create Board-specific outreach/media to expand access of information to the public and licensees.		
Success Measure:	Outreach plan has been developed and implemented.		
Objectives/Tasks		Target Completion	Current Status
6.7.4	Re-evaluate outreach plan annually.	Q2 2025 and Ongoing	Pending

Agenda Item

No. 8

No Attachments



MEMORANDUM

DATE	February 23, 2026
TO	Members, Board of Barbering and Cosmetology
FROM	Kristy Underwood, Executive Officer
SUBJECT	Discussion and Possible Action on a Review of the Spanish Examination Pass Rates

Background

The Board has historically seen low passage rates for examinations taken in the Spanish language. Prior legislation (AB 181, chapter 430, statutes of 2016) required the Board to review and report to the Legislature the issue of examination passage rates for Spanish speaking individuals. This report, in part, discussed the following:

High School Education

The Board requires a minimum of completion of the 10th grade. However, the Bureau for Private Postsecondary requires that a student enrolling in a private school have graduated from high-school or take an Ability to Benefit Exam.

Language Access

The Board conducted a survey of applicants who took the Spanish examination and 69% responded that they would take it again in Spanish.

Quality of Education

Quality of education may be an issue but there is limited jurisdiction over quality.

Pass rates for Board Developed Examination:

Fiscal Year	Pass Rate
09/10	31%
10/11	33%
11/12	24%
12/13	29%

Current Data

Board staff reviewed the pass rates for the last 10 years (2016-2025). The following information is what was found:

BARBERS

CA Schools	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
English	64%	77%	71%	64%	73%	73%	62%	50%	62%	64%
<i>Candidates</i>	1,671	1,711	1,801	1,868	729	1,532	2,068	2,727	3,089	2,905
Spanish	46%	70%	66%	39%	47%	52%	43%	29%	42%	41%
<i>Candidates</i>	147	110	133	99	58	107	130	158	177	189

Apprenticeship	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
English	46%	62%	47%	29%	48%	57%	44%	32%	47%	47%
<i>Candidates</i>	148	144	213	194	128	183	397	434	571	488
Spanish	38%	72%	50%	17%	19%	35%	21%	6%	29%	23%
<i>Candidates</i>	21	39	70	48	26	37	72	63	84	88

Out of Country / Out of State	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
English	27%	41%	29%	24%	29%	32%	24%	18%	34%	25%
<i>Candidates</i>	22	29	31	34	21	22	29	39	65	55
Spanish	33%	47%	41%	9%	9%	25%	11%	12%	9%	15%
<i>Candidates</i>	33	38	46	23	23	32	18	33	99	74

COSMETOLOGY

CA Schools	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
English	86%	79%	81%	82%	83%	78%	76%	65%	72%	69%
<i>Candidates</i>	6,183	5,383	4,887	4,676	2,083	3,529	4,526	5,842	6,292	6,104
Spanish	47%	51%	58%	55%	50%	53%	51%	30%	32%	30%
<i>Candidates</i>	389	340	319	303	144	190	292	306	345	306

Apprenticeship	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
English	77%	70%	81%	33%	78%	21%	50%	45%	57%	46%
<i>Candidates</i>	99	109	156	139	65	82	218	168	230	224
Spanish	45%	41%	38%	51%	49%	37%	28%	19%	22%	27%
<i>Candidates</i>	127	221	272	228	124	156	280	263	293	266

Out of Country / Out of State	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
English	56%	35%	34%	68%	28%	68%	61%	54%	53%	45%
<i>Candidates</i>	127	109	140	112	88	73	147	233	189	144
Spanish	31%	29%	27%	26%	31%	20%	18%	19%	19%	16%
<i>Candidates</i>	159	156	128	85	61	66	45	263	130	116

2025 Data

COSMETOLOGY

Of the 306 individuals who attended an approved California school and took the examination in Spanish:

Overall:

- 192 attended a school approved to teach in Spanish.
- 88 attended a school that is not approved to teach in Spanish.
- 8 attended a school that is now closed.
- 19 attended a public school.

Pass:

- 62 attended a school approved to teach in Spanish.
- 26 attended a school that is not approved to teach in Spanish.
- 1 attended a school that is now closed.
- 3 attended a public school.

Fail:

- 130 attended a school approved to teach in Spanish.
- 62 attended a school that is not approved to teach in Spanish.
- 7 attended a school that is now closed.
- 15 attended a public school.

63% of cosmetology candidates that took the examination in Spanish, attended a school approved to teach in Spanish. 61% of the candidates that failed the Spanish examination attended a school that was approved to teach in Spanish.

BARBERING

Of the 189 individuals who attended an approved California school and took the examination in Spanish:

Overall:

- 78 attended a school approved to teach in Spanish
- 104 attended a school that is not approved to teach in Spanish
- 5 attended a school that is now closed
- 2 attended a public school.

Pass:

- 36 attended a school approved to teach in Spanish.
- 39 attended a school that is not approved to teach in Spanish.
- 1 attended a school that is now closed.
- 2 attended a public school.

Fail:

- 42 attended a school approved to teach in Spanish.
- 65 attended a school that is not approved to teach in Spanish.
- 4 attended a school that is now closed.
- 0 attended a public school.

55% of barber candidates that took the examination in Spanish, did not attend a school approved to teach in Spanish. It is unknown if these schools are teaching in Spanish without approval from the BPPE, or if the education is being taught in English and the candidate is choosing to take the examination in Spanish.

APPRENTICE PROGRAMS

The Board does not have any information on if apprentices that are taking the Spanish examination receive any of their education in Spanish.

Current Examination Review

PSI conducted a Differential Item Functioning (DIF) study to evaluate whether the test items function comparably for test-takers who completed the examination in English versus those who completed the examination in Spanish. According to this study, the majority of items functioned similarly across English and Spanish language versions of the examination. A small number of items were flagged to undergo a targeted linguistic and content review.

Admittance to Programs (Schools and Apprenticeship)

The Board requires that an applicant for both Barbering and Cosmetology meet a minimum of 10th grade education. Candidates self-certify that they meet this requirement. However, there is no Board requirement for a school or for an apprentice program to verify a minimum educational standard prior to admittance into a program.

In January 2022, SB 607 was implemented (impacting the Bureau for Private Postsecondary Education) eliminating school admission standards. Prior to this change, a new student must have either a high school diploma or pass an examination (known as the Ability to Benefit). As a result of the changes, which went into effect on January 1, 2022, a student who is otherwise qualified and has a reasonable prospect of completing an instructional program, but lacks a high school diploma or the equivalent, will no longer have to pass an “ability-to-benefit” examination in order to enroll in the program. However, schools must still establish general student admission standards for all students enrolling in each program, as provided in California Code of Regulations, title 5, section 71770(a), which states that, “[t]he institution shall establish specific written standards for student admissions for each educational program. These standards shall be related to the particular educational program. An institution shall not admit any student who is obviously unqualified or who does not appear to have a reasonable prospect of completing the program.

The Board has no authority over student enrollments or admission standards and therefore cannot provide additional data on this topic.

Board Jurisdiction

The Board has limited jurisdiction over approved schools and apprenticeship programs and has no jurisdiction over the quality of education being provided. For numerous years, the Board has reviewed pass rates, examination translations, surveyed Spanish speaking students, reviewed what schools are approved by the BPPE to teach in Spanish and has not found a clear and convincing reason for the continued low passage rates.

Recommendations

Board staff will be holding a town hall meeting with the examination vendor and all schools and apprentice program sponsors. During this town hall, the Spanish examination will be discussed and guidance provided to attendees on ideas to increase test scores.

The Board is asking for additional oversight of schools in their sunset review report, if granted, the Board can look further into the type of education that is being provided.



MEMORANDUM

DATE	February 23, 2026
TO	Members, Board of Barbering and Cosmetology
FROM	Kristy Underwood, Executive Officer
SUBJECT	<p>Discussion and Possible Action Regarding Rulemaking Proposals:</p> <ul style="list-style-type: none"> a) Update Regarding Rulemaking to Amend Title 16, California Code of Regulations (CCR) section 911 (License by Endorsement (Reciprocity), Application and Out of State License Certifications) b) Update Regarding Rulemaking to Amend Title 16, CCR sections 913, 913.1, 914.1, 914.2, 915, 917, 918, 918.1, 919, 919.1, 920, 921, 921.1, 921.2, 922, 924, 924.1, 925, 926, 927 (Apprenticeship) c) Update Regarding Rulemaking to Amend Title 16, CCR section 931 (Interpreters for Licensing Exams) d) Update Regarding Rulemaking to Amend Title 16, CCR sections 940, 941, 950.10, 950.12, 962, 962.1, 962.2 (Schools and Externs) e) Update Regarding Rulemaking to Amend Title 16, CCR section 972 (Disciplinary Guidelines) f) Update Regarding Rulemaking to Adopt Title 16, CCR section 974.4 (SB 384: Remedial Education Program) g) Update Regarding Rulemaking to Amend Title 16, CCR section 977 et seq. (Health and Safety)

This memorandum provides a general update for the Board's pending regulations.

The following final regulation proposal was approved by the Office of Administrative Law on November 19, 2025, and became effective on January 1, 2026:

- Title 16, CCR section 931 (Interpreters for Licensing Exams)

The following final regulation proposal is being prepared by Staff:

- Title 16, CCR section 972 (Disciplinary Guidelines)

The following initial regulation proposal is being prepared by Staff:

- Title 16, CCR section 911 (License by Endorsement (Reciprocity), Application and Out of State License Certifications)

The following regulation proposals are pending further development:

- Title 16, CCR sections 913, 913.1, 914.1, 914.2, 915, 917, 918, 918.1, 919, 919.1, 920, 921, 921.1, 921.2, 922, 924, 924.1, 925, 926, 927 (Apprenticeship)
- Title 16, CCR sections 940, 941, 950.10, 950.12, 962, 962.1, 962.2 (Schools and Externs)
- Title 16, CCR section 974.4 (SB 384: Remedial Education Program)
- Title 16, CCR section 977 et seq. (Health and Safety)

Agenda Item

No. 11

No Attachments

Agenda Item

No. 12

No Attachments

Adjournment