

**CALIFORNIA STATE BOARD  
OF  
BARBERING AND COSMETOLOGY**

**LICENSING AND EXAMINATIONS COMMITTEE MEETING**

**MINUTES OF APRIL 22, 2024**

**COMMITTEE MEMBERS PRESENT**

Steve Weeks, Chair  
Yolanda Jimenez  
Colette Kavanaugh  
Tamika Miller

**STAFF MEMBERS PRESENT**

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

**COMMITTEE MEMBERS ABSENT**

Tonya Fairley  
Jacob Rostovsky

**1. AGENDA ITEM #1: Call to Order/ Roll Call/ Establishment of Quorum**

Steve Weeks, Committee Chair, called the meeting to order at approximately 9:00 a.m. and confirmed the presence of a quorum.

**2. AGENDA ITEM #2: Election of Committee Chair**

**Motion:** Yolanda Jimenez made a motion to nominate Steve Weeks as the Committee Chair. Tamika Miller seconded the motion.

**Public Comment:** There were no public comments submitted.

**Roll Call Vote:** Motion to approve Steve Weeks as Committee Chair carried: 4 yes, 0 no, and 0 abstain, per the following roll call vote:

- Committee Members voted "Yes": Steve Weeks, Yolanda Jimenez, Colette Kavanaugh, and Tamika Miller

**3. AGENDA ITEM #3: Discussion and Possible Approval of the January 22, 2024, Committee Meeting Minutes**

**Motion:** Yolanda Jimenez moved to approve the January 22, 2024 Committee Meeting Minutes. Colette Kavanaugh seconded.

**Public Comment:** There were no public comments received.

**Roll Call Vote:** Motion to approve the January 22, 2024 Committee Meeting Minutes carried: 4 yes, 0 no, and 0 abstain, per the following roll call vote:

- Committee Members voted "Yes": Steve Weeks, Yolanda Jimenez, Colette Kavanaugh, and Tamika Miller

#### **4. AGENDA ITEM #4: Discussion and Possible Recommendation Regarding Operating as a Corporation or Limited Liability Company (LLC) Member if a Personal License was Previously Disciplined**

Kristy Underwood discussed the current process for conducting licensing checks on officers of corporations or LLCs applying for establishment licenses. She explained that while initial checks are performed, the system does not track changes in corporate officers. Ms. Underwood proposed implementing new regulations to require corporations to notify the Board of any officer changes. She also noted the need for further research on the workload implications and mentioned the possibility of gathering information from other regulatory bodies with similar requirements.

Steve Weeks expressed concern about potential loopholes in the disclosure process for corporate officers and individuals managing establishments. He highlighted a scenario where a corporation might hire someone to act on its behalf without disclosing their identity or prior disciplinary history to the Board. Mr. Weeks suggested that establishment licensees, whether corporate or individual, should not employ anyone previously disciplined by the Board for management roles. He emphasized the importance of comprehensive disclosure, extending not only to corporations but also to proprietorships and partnerships.

Kristy Underwood remarked on the statute's requirement for a designated licensee in charge, noting that it does not mandate explicitly naming the individual. Sabina Knight raised concerns about potential barriers to employment due to previous disciplinary actions. Ms. Underwood added that past disciplinary measures do not automatically disqualify someone from serving as the licensee in charge. Steve Weeks emphasized the importance of disclosure, noting the new Corporate Transparency Act in California, which mandates disclosing beneficial owners' information. Ultimately, Ms. Underwood proposed conducting additional research and presenting a revised recommendation. Committee members agreed to await the forthcoming recommendation in an upcoming meeting.

**Public Comment:** No public comments were received.

#### **5. AGENDA ITEM #5: Public Comment on Items Not on the Agenda**

There were no public comments made for items not on the agenda.

#### **6. AGENDA ITEM #6, Suggestions for Future Agenda Items**

Yolanda Jimenez recognized that agenda item 4, involving the Discussion and Possible Recommendation Regarding Operating as a Corporation or Limited Liability Company Member if a Personal License was Previously Disciplined, would be included as a future agenda item for further deliberation.

#### **7. AGENDA ITEM #7: ADJOURNMENT**

There being no additional business to discuss, the meeting adjourned at approximately 9:17 a.m.