

**ND Board of Barber Examiners**  
**1325 Demers Ave**  
Grand Forks, ND 58201

Past meeting minutes for the ND Board of Barber Examiners regular meeting on Saturday, January 20<sup>th</sup>, 2024, at 6:03 P.M. at the Holiday Inn in Fargo, ND.

**Board Members Present**

Lance Ekern- President  
Amanda Guzman- Secretary/ Treasurer  
Isai Rojas- Vice President @ 6:17 pm

**Agenda**

**Lance added two new things to the agenda. Cosmos using the barber pole and the barber name. Second item testing trial run with barbers who failed the written test. Lance motions, Amanda approves.**

**1. Approval of minutes**

Lance made a motion to approve. Amanda approved. All voting Lance (y), Amanda (y). Motion carried.

**2. Secretary Treasurer Report**

Amanda passed out the report. Lance went over the report. Lance made a motion to approve. Amanda seconds. All voting Lance (y), Amanda (y). Motion carried.

**3. Barber College Report**

Dakota Barber 6 students, no testing this quarter. Moler 14 students, 2 testing. Skill Cutz 16 students, 5 testing. Instructors turned in their student's hours.

**4. Reciprocity Applications**

None

**5. Application for Exams**

Lance makes a motion to accept the applications for Master Barber licenses. Amanda seconds. All voting Lance(y), Amanda (y). Motion passed. One application for instructor's exam and 7 taking practical and written.

**6. Old Business**

- Agreed licenses expired 5 years will be retested.
- Child support – socials on new renewal applications
- 2023 license applications made.
- Information for state submitted.
- Partitions must be in place for shops with other business.
- Chain salons must have a barber on premises to be licensed or called a barbershop.
- Tona was reimbursed for coming to boards.
- The bank account was switched to Amanda.
- Exam guidelines will stay in place as they are.
- South Dakota board member allowed to be at testing.
  - o Lance made a motion to accept Amanda second. All voting Lance (y) Amanda (y) Isai (y) motion carried.
- 2024 testing and meeting dates set.

## **7. New Business**

1. 4 new shop inspections in the first quarter.
2. The questionnaire email was submitted, working on setting up a zoom meeting with the state to go over responses.
3. Responded to job service that we cannot say who can or cannot go to school but its up to the board and the states attorney general who gets licensed. That it's a case-by-case scenario. Schools should consider adding it to their application as well.
4. New licenses have been created. Lance motioned to adopt new licenses Isai second. All voting Lance (y) Isai (y) Amanda(y) motion passed.
5. Renewal applications updated and ready to send out.
6. Change of website. Have received 2 bids. But looking into just adding to existing website to save on costs. Lance made a motion to look into updating the website and getting bids on the new website Amanda seconds. All voting Lance (y) Amanda (y) Isai (y). Motion passed.
7. Compiling barber information. Lance made a motion to approve updating the file system Amanda second. All voting Lance (y) Amanda (y) Isai (y) motion passed. Monday.com being used for compiling barber information. All barbers entered into site starting to scan all documents. Also adding schools, instructors, shops, and students' information.
8. Applications for permits for students updated with starting date and already being used!
9. Adding 2 more Board Members and revising continuing education. Possibly adding an attorney and a nurse. President, vice president and secretary/ treasurer must remain barbers. Lance motioned to add 2 more seats to the board Amanda second. All voting Lance (y) Amanda (y) Isai (y). Motioned passed.
  - o Continuing education: Verbiage needs to be changed to keep continuing education and for it being for all licensed barbers not just educators. Adding a fine for barbers who don't do the continuing education. Also changing verbiage to revoke license if a barber doesn't do continuing education and refuses to pay fee. Lance makes a motion to find a representative to work with to revise continuing education for January 2025. Amanda seconds all voting Lance (y) Amanda (y) Isai (y) motion passed.
  - o DVDs not an option as we would have to have a separate DVD for each licensed barber.
10. Tabled the idea of having students test written on computer at a licensed testing center. Lance makes a motion to allow if a student fails written exam they can come to one of the board members shop to take the test. Amanda seconds all voting Lance (y) Amanda(y) Isai (y) motion passed.
11. Cosmos using barber name and barber pole. Amanda sent out notices explain they are in violation of our century code and asked to refrain from using such advertising. Continued usage will result in contacting attorney general.

## **8. Adjournment**

Lance motions to adjourn the meeting Amanda seconds. All voting Lance (y) Amanda (y) Isai (y). Meeting adjourned at 7:16pm.