



Andy Beshear
Governor
Joni Upchurch
Executive Director

BOARD MEETING AGENDA

January 13th, 2025

9:00 a.m.

I. CALL TO ORDER:

II. LOCATION IN-PERSON: 133 CE hearing room on the 1st floor of the Mayo Underwood Building, 500 Mero Street in Frankfort

III. ZOOM INFORMATION:

<https://us06web.zoom.us/j/86029320587?pwd=gNYsXCRjy0Do7bT2Z2Z7OaEhBMhbk3.1>

IV. SWEAR IN OATH FOR NEW BOARD MEMBER: Melissa Anderson- Katharos School of Esthetics

V. ROLL CALL/DECLARATION OF QUORUM:

VI. APPROVAL OF DECEMBER BOARD MEETING MINUTES:

VII. REVIEW AND APPROVAL OF DECEMBER 2024 EXPENDITURES AND REVENUUES:

VIII. EXECUTIVE SESSION – KRS 61.810(1)(c)(f)(g)(j) – IF NEEDED:

IX. EXECUTIVE DIRECTOR UPDATES:

- **REFUND REQUEST:** ED requesting refunds to the schools who have paid to receive the NACCAS school reports since October 1st, 2024. This is not listed in current regulations as a fee, therefore until the regulation is updated with the fee, KBC will not charge for this, the school can obtain reports directly from PSI. (3 schools)
- The General Counsel Position has been filled and will begin January 16th, 2025.
- The Executive Administrative Secretary position has been filled and will begin February 1st, 2025.
- PSI is now administering the theory and practical exams. They have opened dates for scheduling. They are working on providing all practical exams in one centralized location to better provide more testing sessions per testing days, this will allow more individuals to test per day with the added sessions.

- We are continuing to be in need to relocate to a safer, more spacious facility to accommodate staff, board, and licensees.
- We are working with Systems Automations for improvements. The chair and I have a meeting on the 14th do discuss a plan of action for them.
- KBC has one additional staff vacancy to fill as soon as possible, this will depend on space available.
- I, as ED, have several trainings scheduled this month to better serve in my position.
- A developer through TylerTech is actively working on KBCs website revamp. TylerTech has a test site built and they are creating the look and feel. As soon they have everything lined up TylerTech will set up a meeting to go over it with Tanya. Tanya is scheduled for sharedpoint training through Tyler Technologies on January 15th 2025
- Donations have been documented and are being donated to the KY Employees Charitable Campaign.
- Under Exams on the KBC website, we now have tutorials and information on accommodations, kit, and creating an account with PSI.
- Check our website for updates on testing, weather closures and exams.
- SB 22
- HB 130

X. LEGAL COUNSEL UPDATES: ATTORNEY

- **DISCUSSION AS NEEDED**

XI. OLD BUSINESS:

- **NONE**

XII. NEW BUSINESS:

- **NEW HIRES:**
 - 1) **General Counsel Position:** Eden Davis Stephens- start date January 16th, 2025, at salary of \$100,000.00 with six-month probational period increase.
 - 2) **Administrative Executive Secretary: Kassidy Catron** – start date February 1st, 2025, at salary of \$41,000.00 with six-month probational period increase.

XIII. APPROVAL OF JANUARY APPLICATIONS AND COMPLAINTS COMMITTEE MEETING MINUTES:



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XIV. APPLICATIONS, RECONSIDERATIONS, COMPLAINTS, AND INVESTIGATIONS

APPLICATIONS AND RECONSIDERATION (9)

- 1A. Thuan Bui - 700006382 – Hours expired 5 years from date of enrollment - Extension Request Full Board Requested to review.
- 2A. Hannah Lupo - Extension Request–Deny request, reapply out of state application, and provide 6-month deadline information.
- 3A. Hoa Thi Tran – OOC-OOS-WA–Approve for OOS first time license.
- 4A. Ngoc Ha Duong – OOC-OOS-WA–Approve for OOS first time license.
- 5A. Sylvana Johnson – OOS - Instructor – IN–Deny request. Approved to take practical examination.
- 6A. Ta Dong Phien Vo – OOC-OOS – WA–Approve: Approve for OOS first time license.
- 7A. William Morales Zerquera - OOC-OOS-WA–Approve for OOS first time license.
- 8A. Ashley Ferguson - Felony - 1st time license–Approved first time license.
- 9A. Trisha Hinkle - 700004809 – Application Extension Request–Deny request.

Case List (13)

1. INV – NS - Mid City Nails – 1160694 - 800001589 – Unlicensed (2 counts) Student NS-000002236: not eligible for exams for one year from the date of unauthorized practice 12-3-2024, Jefferson Co – Written warning O/M
2. C – BS - PASSED INSPECTION - 1211265 - S-000004151 - Tapered Men's Hair Studio - Hardin Co–Dismiss
3. C – BS - PASSED INSPECTION – 1150693- 800003010 – Glamour Nails and Spa - Hardin Co–Dismiss
4. C- BS - INVESTIGATION - License Expired, Infection control health and safety - Platinum Parlor - 1210644- S-000003725 - Franklin Co –Issue C&D, notify local Frankfort Police Department, follow up inspection 10 days O/M.



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5. C – NS - INVESTIGATION - 1209354- S-000002491 - Cute Nails and Spa - Henderson Co – Unlicensed (4 counts) individuals, prohibited practice (waxing) O/M Response received at 3:00AM on 1/9/2025 - Issue written warning O/M.

6. INV – NS – 1154313-702472 - Creative Nails - Breckinridge Co - Unlicensed (1 count) OOS – CS-000008680, Prohibited item (MMA) Written warning O/M and unlicensed individual.

7. INV – BS - INVESTIGATION - Hair by Tanner Heimann – 1208748-S-000002479 - Franklin Co – Expired facility, Infection control health and safety - Issue C&D for expired salon license, written warning for infection control, require sign to be updated within 60 days. Owner 1044507-206996/Manager 1028423- 206087

8. C – BS - PASSED INSPECTION - BS - 1161316-800003264 - The Glam Squad Salon - Boone Co– Dismiss

9. SC - Empire Beauty School - Hardin Co–Request legal to review during full board meeting.

10. INV - BS - 1157060-605145 - Seraphs Salon & Boutique - Perry Co – Infection control, health, and safety 3rd offense – Corrective action taken - O/M 1033616-220912 –3rd Offense warning letter, require updated inspection.

11. SC - Louisville Beauty Academy - Jefferson Co–Dismiss as civil matter.

12. C - PASSED INSPECTION - 1152519 - 617993 - Ward's Hair Shop -Jefferson Co–Dismiss

13. NS - SUSPENSION/CLOSURE - INVESTIGATION - OP Nails - 1167255 - 800000569 - Pike Co – Expired salon license, Infection control, health, and safety, prohibited items (MMA) failure to have manufactured labels, significant amount of garbage, debris, and other materials. O/M 1085203-509060 - KBC will follow up with O/M and complete an updated inspection if necessary.

XV. ADDITIONAL ITEMS:

- Approval for lash course via The Lash University – Jamie Hills – I-000008964

XVI. ADJOURNMENT: