



AGENDA

Nevada State Board of Cosmetology Board Meeting Group May 7 2020 Board Meeting Thursday, May 7, 2020, 9:00 am - 12:00 pm

Audio Conference Only.

Dial in Number is (267) 930-4000

Participation Code 102-014-248#

The State of Nevada Board of Cosmetology is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the State Board of Nevada by calling (702) 486-6542 at least 24-hours prior to the date of the meeting.

Supporting materials are available on our website www.nvcosmo.com. Members of the public may also request the supporting materials for this meeting from Maggie Adams, Compliance Specialist -(702)- 805-5622, email maggie@nvcosmo.com

STACKED CALENDAR: In accordance with Nevada's Open Meeting Law, the Board may consider agenda items taken out of order. The Board may combine two or more agenda items for consideration. The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The Board may continue the meeting as deemed necessary. The Board, at its discretion, may take public comment during times other than the designated Public Comment agenda items. The Board reserves the right to limit public comment to three minutes. Comment may not be restricted based on viewpoint. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.

Pursuant to NRS 241.030(1), the State of Nevada Board of Cosmetology may conduct a closed meeting to consider the character, allegations of misconduct, professional competence, or physical and mental health of a person.

ALL CELLULAR TELEPHONES ARE TO BE TURNED OFF OR SET TO SILENT NOTIFICATION MODE DURING THE PROCEEDINGS.

*** BOARD WILL BE SPLIT BETWEEN LAS VEGAS AND CARSON CITY**

This meeting has been properly noticed and posted at the following locations:

Nevada State Library & Archives- 100 N. Stewart St. Carson City, NV 89701

Nevada State Board of Cosmetology website www.nvcosmo.com

State of Nevada Website <https://notice.nv.gov>

A. Roll Call

B. Mission Statement

The mission of the Nevada State Board of Cosmetology is to protect the public health, safety and welfare of those that obtain cosmetology related services through the delivery of quality Testing, Licensing, Inspection and Education Services that focus on consumer protection.

C. Comments from the General Public

The Board will entertain comments from the general public for any item that is or is not on the published agenda and is related to the Nevada State Board of Cosmetology.

No action can be taken on a matter unless it is included in an agenda.

Comments should be limited to three (3) minutes or less.

D. Approval of Minutes from Previous Meetings - *For discussion and possible action*

Board to review minutes from the April 6, 2020 Board Meeting.

E. Review and possible approval of "Memorandum of Guidance"- For discussion and possible action

The Board to review a draft of the "Memorandum of Guidance" memo for licensees and salon owners when the ban on non-essential businesses is lifted and salon services are able to resume. The memo serves as a guide for reopening.

F. Comments from the General Public

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Comments should be limited to three (3) minutes or less.

G. Adjournment - *For possible action*



MINUTES

Nevada State Board of Cosmetology Board Meeting Group Emergency Board Meeting Monday, April 6, 2020, 9:00 am - 12:00 pm

Audio Conference Only.

Dial in Number is (267) 930-4000

Participation Code 102-014-248#

The State of Nevada Board of Cosmetology is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the State Board of Nevada by calling (702) 486-6542 at least 24-hours prior to the date of the meeting.

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Remote Attendance

Adam Higginbotham; Bryan Baltazar; David Scarpelli; Debra Ritchey; Gary Landry; Gwendolyn Braimoh; Justin Taruc; Leah Easter; Maggie Adams; Rodney Moore; Tialutrell McCormick

Not In Attendance

Kai Stanton; Victoria Negrete

A. Roll Call

B. Mission Statement

The mission of the Nevada State Board of Cosmetology is to protect the public health, safety and welfare of those that obtain cosmetology related services through the delivery of quality Testing, Licensing, Inspection and Education Services that focus on consumer protection.

The mission statement was read into the record by Board Chair, Braimoh.

C. Comments from the General Public

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Mr. Doug Christensen-Paul Mitchell Reno- Mr. Christensen asked whether students would be able to perform non-chemical, hands-on work on a mannequin for the purpose of obtaining practical hours. Mr. Christensen was advised by Director Landry that the public comment period prohibits Q&A, however the matter would be addressed once the meeting public meeting closed.

D. Approval of Minutes from Previous Meetings - *For discussion and possible action*

Board to review minutes from the March 2, 2020 and March 19, 2020 Board Meetings

The meetings minutes from March 2, 2020 and March 19, 2020 were approved by unanimous vote.

Move: Debra Ritchey Second: Bryan Baltazar Status: Passed

E. Possible Extension of Online, Distance Learning for Nevada Cosmetology Students. - *For discussion and possible action*

On March 19, 2020 the Board voted to allow licensed, Nevada cosmetology schools to offer online, distance learning to students for a period of 30 days, ending on April 19, 2020.

The Board to discuss the possible extension of the previously voted on timeline. The allowance of online schools terminate on the sooner of either: (1) Governor's order terminating the emergency, or (2) Governor's order allowing non-essential businesses to resume conducting business.

The Board voted to extend distance learning for cosmetology theory hours until the state of emergency has been lifted by the Governor or until the Governor lifts his ban on the closure of non-essential businesses, whichever occurs sooner.

The Board clarified that NRS 644A.740(2)(g) provides that schools of cosmetology conduct at least 5 hours of theory in a 40-hour week or 6-hours in a 48-hour week. The Board noted that NRS 644A.640(2)(g) provides minimums for theory rather than maximums.

Move: Tialutrell McCormick Second: Debra Ritchey Status: Passed

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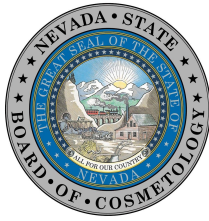
John and Lori Grieco- Academy of Hair Design- Noted that schools should pay attention to financial aid considerations that may conflict with providing 48-hours of theory instruction per week.

Sandy Dunham- Academy of Hair Design-Inquired how many hours of remote theory learning was approved during the last Board meeting.

G. Adjournment - *For possible action*

The meeting adjourned at 9:21PM PST.

Move: Debra Ritchey Second: Bryan Baltazar Status: Passed



NEVADA STATE BOARD OF COSMETOLOGY

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8945 West Russell Road, Suite 100
Las Vegas, Nevada 89148
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Reno Office
740 Del Monte Lane, Suite 12
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Enhanced Sanitation Guidelines for Salons in Response to COVID-19

Since 1931 the Nevada State Board of Cosmetology (Board) has been protecting the health and safety of those that obtain cosmetology services in this state. Adhering to our mission of consumer protection, the Board has issued the following memorandum of guidance to our licensees and salon owners as they prepare to return to work.

In addition to this written guidance, the Board has developed a series of printable checklists, infographic guides and informational videos to assist licensees and salon owners during the first weeks and months of reopening. These materials also serve to educate consumers on what to expect from their salons and service providers while COVID-19 is still a heightened risk to public safety.

Cosmetology services, including hair, skin and nail care services are inherently hands-on which makes social distancing an impossibility. To mitigate the risks associated with the inability to perform services at a social distance, taking deliberate and aggressive steps to limit unnecessary physical contact and maintain salon sanitation is required.

The Board's reopening guidance takes into consideration data and suggestions from [other state cosmetology boards](#), the Center for Disease Control (CDC), Occupational Safety and Health Association (OSHA), and BARBICIDE® as well as the Board's own laws and regulations.

As more information becomes available, the Board's guidance will evolve to include up-to-date best practices. Any updates will be posted on the Board's website, nvcosmo.com along with the Board's social media sites including Facebook, Twitter and Instagram @nvcosmo.

The following steps should be taken in conjunction with the sanitation requirements outlined in the Board's [statutes](#) and [administrative code](#).

Strategic Scheduling

- Work by Appointment Only

Walk-in clients can be great for business, but can easily fill an already crowded waiting area. Only servicing clients with appointments allows businesses to better estimate the number of people in a waiting area at a given time which aids in the practice of keeping a social distance of 6 feet between waiting clients.

If business is heavily reliant on walk-in clients ask that they wait outside, or in their car until called. Instead of having clients sign their names to a waiting list, jot down a phone number and call or text the client when the stylist is available.

Appointments should not be “double-booked” to adhere to proper social distancing protocols. Appointments should be spaced to allow for ample time to disinfect stations and tools between clients.

In addition to strategic scheduling, chairs in the salon's lobby or waiting area should be spaced at least 6 feet apart. The number of chairs in the lobby should reflect the number of people who can sit with a safe 6 foot distance; any additional chairs should be removed from the salon.

- Use a Digital Appointment Booking System

Digital appointment booking systems allow for pre-set appointment times and the ability to space clients based upon how long a given service will take to complete. Schedule clients strategically, leaving enough time to complete the service, and thoroughly disinfect the work station before the arrival of the next client.

Consider servicing fewer clients each day or expanding operating hours to allow for more time between clients.

If digital appointments are not an option, modify appointment start and end times so that clients are arriving and leaving in staggered intervals. This will prevent crowding in the lobby, at the shampoo bowls, hair dryers and other areas where clients tend to sit in close proximity for extended periods.

- Keep Organized Client Records for Contact Tracing

Contact tracing is the process of identifying individuals who may have come in contact with a person infected with COVID-19. Names and contact information should be collected for all clients serviced to aid in contact tracing.

Checking temperatures is not required. If you choose to check for temperatures use only touchless, infrared thermometers. Be aware that some individuals may be positive for the virus and still be asymptomatic.

Personal Protective Equipment (PPE)

- Wear a Mask

The CDC recommends that everyone wear face coverings. Masks are particularly important when performing services like manicures and lash services, that involve the technician sitting face-to-face with the client. Face shields may be used but are not required. It is recommended that long hair be pulled back as to not interfere with facial masks and coverings.

Some PPE's, like masks, are in high demand. If face masks are unavailable for purchase, consider a DIY option made from cloth. The [CDC](#) has provided guidance on homemade cloth masks.

PPE, such as gowns, are effective only in acute settings, when properly used and regularly changed and are not required unless a particular service necessitates their use.

- Wear Gloves When Necessary

Disposable gloves should be worn for services that require them (e.g.

chemical hair services). Wearing gloves should be done in conjunction with regular hand washing and is not a substitute for regular hand washing.

- Outerwear/Aprons/Smocks

State law requires that licensees wear clean outer garments while performing services. Licensees are not required to change clothes, aprons, smocks, etc. between clients. This recommendation pertains to all services, even those where there is prolonged contact such as body treatments. Smocks and aprons may be used at the discretion of the licensee or salon owner and should be cleaned daily.

Service Modifications

- Reduce Service Times

Whenever possible, consider shortening services (skip the shampoo and/or style). This will not only reduce the amount of person to person contact, it will also minimize the amount of areas and items that are required to be cleaned and disinfected between clients (i.e the shampoo bowl and chair).

- Temporarily Discontinue Select Services

When possible, discontinue the use of facial steamers, blow dryers, and hood dryers to reduce potential pathogens being blown through the air. It is preferred to use a steam towel instead of a facial steamer. It is recommended that when using this equipment, extra caution be taken and face shields be worn. If you must perform these services, be upfront with your client about potential risks.

*Scientific data regarding whether COVID-19 is transmittable as an airborne pathogen is evolving. The suggestion to limit or discontinue services that circulate air and steam is a best practice measure. It's recommended air filters be changed regularly.

For services that require the client to remove a mask (such as a facial), we recommend the licensed technician take extra precautions and wear a face

shield.

Threaders must wear masks during threading services and the thread can only be held with the hands. Until otherwise advised, threaders may not place the thread in their mouths.

- Use Disposable Product Applicators Whenever Possible

Use disposable wax collars for waxing services. All disposable applicators must be thrown away immediately after use. Never double dip product applicators!

- Have Licensees Handle Products

Consider modifying your retail strategy by having the licensed beauty professional hand products to the clients directly (versus clients taking products from the shelves themselves) to reduce the amount of people touching items in the retail area. Products used for salon services (i.e bottles of nail polish displayed in the lobby) should be removed from the display area before use by the licensee rather than the client.

Avoid Unnecessary Contact

- Make the Client Consultation Count

In addition to asking the client about any possible contraindications, ask whether they've been sick or have been exposed to anyone who has been sick. If a client is sick or has been exposed, reschedule the appointment at least 10-14 days in the future. It is the licensee's responsibility to refuse service to a client who may be ill.

Create signage that outlines the steps the salon is taking to mitigate the spread of the virus and post that information near the salon's entrance or email clients in advance of their appointment so that they know what to expect at the time of service.

- Implement Contactless Payments

Encourage clients to use digital payment services like Venmo and Zelle.

Digital payments eliminate the need to exchange cash and credit cards.

If contactless payments are not an option, remember to disinfect the credit card reader's pin pad after each client.

- Remove the Unnecessary

The more items present in the salon, the more surfaces that have to be kept clean. Remove unnecessary photo frames, magazines, "tester" products and children's toys from the salon.

Food and beverage services should temporarily be suspended. Water coolers, vending machines and other self-serve stations should be removed from the salon area or have adequate signage that indicates the item is out of service.

Clean and Disinfect Regularly

- Develop a Cleaning Schedule

Keeping the salon clean is everyone's responsibility. Before reopening the salon, speak to coworkers, fellow tenants, booth renters and/or staff and put a plan in place for cleaning at the beginning and end of each shift and in between clients. Be sure to include common areas like the salon's lobby, light switches, and door handles in the salon's cleaning plan.

- Avoid Reusing Capes and Never Reuse Towels

Nevada law requires the use of towels or disposable, sanitary strips between the neck of the client and the client's cape. Towels must be laundered after every client. When possible, launder capes and duvets between clients as a best-practice safety measure. Disposable gowns are an option as well.

- Bring Extra Tools for the Job

Reusable tools and non-porous surfaces may be disinfected using Barbicide or another EPA registered disinfectant. While one set of tools is being disinfected, have a second set of tools on hand. Be sure to follow the

prescribed contact times on the disinfectant's packaging. Do not rush the disinfection process. Tools should be sprayed or submerged and left to set for the full amount of time required by the disinfectant's manufacturer.

Nevada law requires that disinfectants be available for immediate use at all times. As salons across the U.S. are reopening, it's possible that disinfectants like Barbicide and Mar-V-Cide may be in short supply. Any salon establishment that does not have disinfectant in the quantity necessary to effectively disinfect implements after every client may not be open and operating.

Remember the Basics

- Wash Hands Regularly

Regular hand washing can help prevent the spread of the COVID-19. Licensees must wash their hands before and after each service and ask that clients do the same.

If a handwashing sink isn't immediately accessible, use a hand sanitizer with at least 60% alcohol.

- Stay Home When Sick

Stay home when feeling ill or if exposed to anyone who has recently been ill.

If an employee becomes sick or tests positive for COVID-19, ensure that the employee does not come into work until given clearance to do so by a medical professional. Contact the [Nevada OSHA office](#) for additional guidance.

Supplemental Materials & Information

- Enhanced Sanitation Guidelines in Response to COVID-19
 - [Infographic](#)
 - [Video](#)

- Printable Checklists
 - [Hair Care Services](#)
 - [Nail Care Services](#)
 - [Skin Care Services](#)

- Infographic Materials
 - [Salon Disinfectant Information](#)
 - [Disinfection Process Flow Chart](#)
 - [Salon Linen Cleaning & Storage Information](#)
 - [Salon Frequently Touched Surface Guide](#)

- Informational Videos
 - [VIDEO: Discarding and Disinfecting Tools & Implements](#)
 - [VIDEO: Back to Work Suggestions for Salons](#)

Consumer Risks in Common Beauty Services

Each Beauty Service Info Sheet has information for the specific service with risk type percentages, products, tools, and supplies used on the front side. The sheet's backside information has a service step guide along with the risk areas highlighted. Please click on the link to view each Beauty Service Info Sheet.

Service Name	Service Type	Info Sheet Front Side	Info Sheet Backside
Hair Removal	Skin Care	Front	Back
Acrylic Nail	Nail Care	Front	Back
Acrylic Fill/Repair	Nail Care	Front	Back
Basic Facial	Skin Care	Front	Back
Basic Manicure	Nail Care	Front	Back
Basic Pedicure	Nail Care	Front	Back
Basic Polish	Nail Care	Front	Back
Blow Dry	Hair Care	Front	Back
Chemical Relaxer	Hair Care	Front	Back
Dip Nail	Nail Care	Front	Back

Eyelash Extension	Skin Care	<u>Front</u>	<u>Back</u>
Foil	Hair Care	<u>Front</u>	<u>Back</u>
Gel Polish	Nail Care	<u>Front</u>	<u>Back</u>
Haircut	Hair Care	<u>Front</u>	<u>Back</u>
Hair Color	Hair Care	<u>Front</u>	<u>Back</u>
Hair Removal	Skin Care	<u>Front</u>	<u>Back</u>
Makeup	Skin Care	<u>Front</u>	<u>Back</u>
Permanent Wave	Hair Care	<u>Front</u>	<u>Back</u>
Sew In Extension	Hair Care	<u>Front</u>	<u>Back</u>
Shampoo/Conditioner	Hair Care	<u>Front</u>	<u>Back</u>
Soak Off	Nail Care	<u>Front</u>	<u>Back</u>
Styling	Hair Care	<u>Front</u>	<u>Back</u>

***Remember! If a service can't be performed safely, it can't be performed at all.**

The Nevada State Board of Cosmetology is committed to making the transition back to work a safe and smooth one. Questions related to reopening salons and sanitation best practices can be addressed to info@nvcosmo.com.