

MEETING AGENDA
SOUTH DAKOTA BOARD OF BARBER EXAMINERS
2330 N Maple Ave Suite 1, Rapid City & Teleconference
Friday, February 28, 2020 11:00 am MST

To join the meeting via conference call:
Dial: (866) 410-8397 • Conference Code: 5816742095

Department of Labor & Regulation Office & Teleconference
2330 N Maple Ave Suite 1, Rapid City, SD

- E. 11:00 am – Convene..... President Darrell Deheer
- F. Roll Call Kristy Wright, Secretary-Treasurer
- G. Approval of Agenda President Darrell Deheer
- H. September 16, 2019 Meeting Minutes..... Kristy Wright
- I. Treasurer's Report..... Kristy Wright
- J. Open for Public Comment
- K. Final Approval of South Dakota Barber College School License
- L. Proposed Administrative Rules
 - 1. Cross-over Licensing Education and Curriculum
 - 2. Instructor Education
- M. Other Business
- N. Adjourn

Individuals needing assistance, pursuant to the Americans with Disabilities Act or to join the meeting via teleconference, should contact the Board of Barber Examiners at (605-773-6193) by Wednesday, February 26, 2020 to make any necessary arrangements.

Meeting Minutes
SOUTH DAKOTA BOARD OF BARBER EXAMINERS
811 E 10th Street and 1200 E 21st Street, Sioux Falls, South Dakota
September 16, 2019 CDT

President Darrell Deheer called the meeting to order at 10:00 am at the Department of Labor & Regulation office located at 811 E 10th Street, Sioux Falls, South Dakota.

Secretary-Treasurer Kristie Wright read the roll and a quorum was established.

Members Present: Darrell Deheer, President
Kristie Wright, Secretary-Treasurer
Alex Jensen

Members Absent: Randy Scott

Others Present: Kate Boyd, Executive Director
Graham Oey, Staff Attorney, Department of Labor & Regulation
Donnie Valderrama, via teleconference

Alex Jensen made a motion to approve the agenda. Kristie Wright seconded the motion.
MOTION PASSED.

Alex Jensen made a motion to approve the minutes of the September 10, 2018 meetings. Kristy Wright seconded the motion. **MOTION PASSED.**

The Treasurer's Report showed available funds as of August 31, 2019 of \$14,270 and reserve funds of \$43,321.

Executive Director Kate Boyd updated the members of the Board on State rules and policies regarding work days and travel vouchers. If a Board member is working on behalf of the Board on a particular day, please call the Board office in Pierre to let us know so that we can get you paid in the appropriate pay period. Also, travel vouchers need to be submitted within a month after traveling and need to be signed in a color other than blue ink.

Executive Director Kate Boyd gave a report on the status of license renewals. Currently we have 166 licensed barbers and 98 licensed barber shops. There were 16 non-renewals of barber licenses and 6 non-renewals of shop licenses.

Board members reported on the status of their inspections. Most of the inspections for 2019 have been completed.

The Board reviewed an application for a barber school license. It was noted that South Dakota has not had a barber school for over 30 years. School owner Donnie Valderrama addressed the Board via teleconference. He stated that he recently attended the NACCAS workshop earlier in September to learn about accreditation and what steps his school will need to take to become accredited. After attending the workshop, he must have the school open within six months. He has a target date of February 3, 2020. It was noted that NACCAS stands for National

Accrediting Commission of Career Arts & Sciences. In order for students to be eligible for federally funded financial aid, a school must be accredited. The process takes about two years to become accredited. If a school is non-accredited, their students must self-pay or secure other bank loans to pay for their education. Mr. Valderrama requested that various sections of the administrative rules be updated to ensure that a barber school in South Dakota can successfully operate and educate their students. Among the rules that he identified were:

20:39:02:02. Sanitation equipment requirements. Each barber shop and barber school shall be equipped with the following sanitation equipment:

... (3) One lavatory shall be provided for each two barber chairs...

Mr. Valderrama requested that the Board consider allowing more sinks per barber chairs in a school. It was agreed to change the school sink requirement to 1 sink for every four chairs.

20:39:03:01. General requirements for approval of state barber schools. Each barber school shall meet the following prescribed requirements before the school receives board accreditation:

(1) One instructor is required for each 12 students or fraction thereof;

(2) No school may enroll more than one student per barber chair in the school...

Mr. Valderrama requested that the instructor to student ratio be increased. The members present agreed to a rule change to a one instructor to 15 students on the clinic floor, and an instructor can teach more students in a classroom.

He also requested a change in the one student per barber chair rule because he plans to also offer evening classes. The board members agreed to modify the rule to one chair for each student present and performing or receiving instruction on practical work.

20:39:03:06. Allocation of hours in school day. The school shall allocate seven hours of the students' school day to practical work and one hour to lectures and demonstrations.

Mr. Valderrama stated that he doesn't have an issue with this rule for students after some initial classroom training; however, he believes that it needs to be modified so that students can spend time in the classroom receiving basic training and safety and infection control prior to beginning to provide hair care services to the public. Following discussion, the members present agreed to pursue a rule change so that students will not be on the floor performing haircuts within an hour of beginning their initial education.

Executive Director Boyd directed the Board to two separate practical exams used throughout the country to test applicants for a barber license. One of the exams is from NIC; South Dakota currently uses the NIC barber theory exam. The other exam is from an alternate vendor – PSI, who also develops tests for barbering. She encouraged the Board to consider altering the current barber practical exam to make it more compatible with exams used across the U.S. and to meet national occupational licensing examinations.

Kristy Wright made a motion to approve the school license application submitted by Donnie Valderrama, with the understanding that the Board will do a walk-thru of the school to ensure that it meets all qualifications prior to issuance of the actual school license. Alex Jensen seconded the motion. **MOTION PASSED.**

Kristy Wright made a motion to adjourn. Alex Jensen seconded the motion. **MOTION PASSED.**

The meeting adjourned at 11:22 am.

Respectfully submitted,

Kate Boyd, Executive Director
Board of Barber Examiners

January 2020

BA20JB60

MONTHLY
 AVAILABLE FUNDS
 AS OF: 01/31/2020
 FY YEAR REMAINING: 41.5%
 PAY DAYS REMAINING: 9

PAGE 1,544

DATE 02/01/2020

BUDGET UNIT 1032

BUDGET UNIT NAME BOARD OF BARBER EXAMINERS

COMP	ORIGINAL APPROPRIATION	APPROPRIATION TRANSFERS	YEAR-TO-DATE COMMITMENTS	YEAR-TO-DATE ENCUMBRANCES	YEAR-TO-DATE EXPENDITURES	AVAILABLE APPROPRIATIONS	CASH BALANCE
6503-I	25,139.00	0.00	0.00	8,409.80	14,360.28	2,368.92	36,254.41
BUDGETED TOT	25,139.00	0.00	0.00	8,409.80	14,360.28	2,368.92	
ALL COMP TOT	25,139.00	0.00	0.00	8,409.80	14,360.28	2,368.92	

TOTAL BUDGETED:

OBJECT OF EXPENDITURE	AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	MONTHLY EXPENDITURES	EXPENDITURES YEAR-TO-DATE	BUDGET AVAILABLE	PCT AVL
5101 EMPLOYEE SALARIES	11,849.00	0.00	0.00	542.02	6,301.71	5,547.29	46.8
5102 EMPLOYEE BENEFITS	3,790.00	0.00	0.00	125.14	1,718.47	2,071.53	54.7
5203 TRAVEL	2,703.00	0.00	0.00	808.45	3,068.76	365.76-	0.0
5204 CONTRACTUAL SVCS	6,377.00	0.00	8,409.80	173.27	2,905.77	4,938.57-	0.0
5205 SUPPLIES & MATRLS	420.00	0.00	0.00	0.00	365.57	54.43	13.0
TOTALS	25,139.00	0.00	8,409.80	1,648.88	14,360.28	2,368.92	9.4

BREAKOUT BY COMPANY:

COMPANY 6503-I PROFESSIONAL & LICENSING BOARDS

5101000 EMPLOYEE SALARIES	11,849.00	0.00	0.00	542.02	6,301.71	5,547.29	46.8
5102000 EMPLOYEE BENEFITS	3,790.00	0.00	0.00	125.14	1,718.47	2,071.53	54.7
5203000 TRAVEL	2,703.00	0.00	0.00	808.45	3,068.76	365.76-	0.0
5204000 CONTRACTUAL SVCS	6,377.00	0.00	8,409.80	173.27	2,905.77	4,938.57-	0.0
5205000 SUPPLIES & MATRLS	420.00	0.00	0.00	0.00	365.57	54.43	13.0
PS SUBTOTALS	15,639.00	0.00	0.00	667.16	8,020.18	7,618.82	48.7
OE SUBTOTALS	9,500.00	0.00	8,409.80	981.72	6,340.10	5,249.90-	0.0
COMPANY 6503-I TOT	25,139.00	0.00	8,409.80	1,648.88	14,360.28	2,368.92	9.4

AGENCY: 10 LABOR & REGULATION
BUDGET UNIT: 1032 BOARD OF BARBER EXAMINERS

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	103200061804	1140000	36,254.41	DR	BOARD OF BARBER EXAMINERS
COMPANY/SOURCE TOTAL 6503 618			36,254.41	DR *	
COMP/BUDG UNIT TOTAL 6503 1032			36,254.41	DR **	
BUDGET UNIT TOTAL 1032			36,254.41	DR ***	

STATE OF SOUTH DAKOTA
 REVENUE SUMMARY BY BUDGET UNIT
 FOR PERIOD ENDING: 01/31/2020

AGENCY 10 LABOR & REGULATION
 BUDGET UNIT 1032 BOARD OF BARBER EXAMINERS

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
		6503	COMPANY NO		
		6503	PROFESSIONAL & LICENSING BOARDS		
103200061804	6503	4293946	BARBER LICENSE FEES	440.00	7,570.00
ACCT:	4293		BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	440.00	7,570.00 *
ACCT:	42		LICENSES, PERMITS & FEES	440.00	7,570.00 **
103200061804	6503	4920045	NONOPERATING REVENUES	.00	719.85
ACCT:	4920		NONOPERATING REVENUE	.00	719.85 *
ACCT:	49		OTHER REVENUE	.00	719.85 **
CNTR:	103200061804			440.00	8,289.85 ***
COMP:	6503			440.00	8,289.85 ****
B UNIT:	1032			440.00	8,289.85 *****

STATE OF SOUTH DAKOTA
MONTHLY REVENUE AND JOURNAL VOUCHER REPORT
FOR PERIOD ENDING: 01/31/2020

AGENCY 10 LABOR & REGULATION
BUD UNIT 1032 BOARD OF BARBER EXAMINERS

COMP	CENTER	ACCOUNT	DOCUMENT ID	POST DATE	APPROVAL, VENDOR, OR PO #	EFFECT DATE	AMOUNT	DR CR
COMPANY NO 6503								
COMPANY NAME PROFESSIONAL & LICENSING BOARDS								
6503	103200061804	4293946	C100BB-007	01/29/2020	238133	01/27/2020	440.00	DR
6503	103200061804	4293946	C100BB-007	01/29/2020	238133	01/27/2020	440.00	CR
6503	103200061804	4293946	C100BB-007	01/29/2020	238133	01/27/2020	440.00	CR
TOTAL ACCOUNT GROUP NET CHANGE								
6503	103200061804	52042000	PL012056	01/31/2020		01/17/2020	55.67	DR
6503	103200061804	52042000	RM012047	01/15/2020		01/03/2020	57.60	DR
6503	103200061804	5228000	T100-098	01/08/2020		01/08/2020	19.69	DR
TOTAL ACCOUNT GROUP NET CHANGE								
6503	103200061804	82040500	20-1000-004 339	01/08/2020	20SC100004	01/08/2020	60.00	CR
TOTAL ACCOUNT GROUP NET CHANGE								
TOTAL COMPANY --NET CHANGE								
							367.04	CR **

STATE OF SOUTH DAKOTA
MONTHLY EXPENDITURE REPORT
FOR PERIOD ENDING: 01/31/2020

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1032 BOARD OF BARBER EXAMINERS
CENTER-5 10320 BOARD OF BARBER EXAMINERS

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
COMPANY NO 6503										
COMPANY NAME PROFESSIONAL & LICENSING BOARDS										
6503	103200061804	51010100	CGEX191230	01/03/2020					121.48	DR
6503	103200061804	51010100	CGEX200113	01/17/2020					135.67	DR
6503	103200061804	51010100	CGEX200128	01/31/2020					44.87	DR
OBJSUB: 5101010 F-T EMP SAL & WAGES										
6503	103200061804	51010300	CGEX191230	01/03/2020					302.02	DR *
6503	103200061804	51010300	CGEX200113	01/17/2020					180.00	DR
									60.00	DR
OBJSUB: 5101030 BOARD & COMM MBRS FEES										
OBJECT: 5101 EMPLOYEE SALARIES										
6503	103200061804	51020100	CGEX191230	01/03/2020					240.00	DR *
6503	103200061804	51020100	CGEX200113	01/17/2020					542.02	DR **
6503	103200061804	51020100	CGEX200114	01/15/2020	242032				22.72	DR
6503	103200061804	51020100	CGEX200128	01/31/2020					14.64	DR
									19.69	DR
									3.40	DR
OBJSUB: 5102010 OASI-EMPLOYER'S SHARE										
6503	103200061804	51020200	CGEX191230	01/03/2020					60.45	DR *
6503	103200061804	51020200	CGEX200113	01/17/2020					7.39	DR
6503	103200061804	51020200	CGEX200128	01/31/2020					8.13	DR
									2.67	DR
OBJSUB: 5102020 RETIREMENT-ER SHARE										
6503	103200061804	51020600	CGEX191230	01/03/2020					18.19	DR *
6503	103200061804	51020600	CGEX200113	01/17/2020					17.35	DR
6503	103200061804	51020600	CGEX200128	01/31/2020					20.23	DR
									8.22	DR
OBJSUB: 5102060 HEALTH/LIFE INS.-ER SHARE										
6503	103200061804	51020800	CGEX191230	01/03/2020					45.80	DR *
6503	103200061804	51020800	CGEX200113	01/17/2020					.22	DR
6503	103200061804	51020800	CGEX200128	01/31/2020					.19	DR
									.06	DR
OBJSUB: 5102080 WORKER'S COMPENSATION										
6503	103200061804	51020900	CGEX191230	01/03/2020					.47	DR *
6503	103200061804	51020900	CGEX200113	01/17/2020					.20	DR
									.03	DR
OBJSUB: 5102090 UNEMPLOYMENT COMPENSATION										
OBJECT: 5102 EMPLOYEE BENEFITS										
GROUP: 51 PERSONAL SERVICES										
6503	103200061804	52030300	CGEX200114	01/15/2020	242034				.23	DR *
6503	103200061804	52030300	CGEX200114	01/15/2020	240829				125.14	DR **
									667.16	DR ***
									272.16	DR
									52.08	DR
OBJSUB: 5203030 AUTO-PRIV (IN-ST.) H/RTE										
6503	103200061804	52031000	CGEX200114	01/15/2020	242034				324.24	DR *
6503	103200061804	52031000	CGEX200114	01/15/2020	242032				81.75	DR
									65.00	DR
OBJSUB: 5203100 LODGING/IN-STATE										
6503	103200061804	52031400	CGEX200114	01/15/2020	242032				146.75	DR *
									257.46	DR

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1032 BOARD OF BARBER EXAMINERS
CENTER-5 10320 BOARD OF BARBER EXAMINERS

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
		OBJSUB: 5203140	TAXABLE MEALS/IN-STATE						257.46	DR *
6503	103200061804	52031500	CGEX200114	01/15/2020	242034				40.00	DR
6503	103200061804	52031500	CGEX200114	01/15/2020	242032				40.00	DR
		OBJSUB: 5203150	NON-TAXABLE MEALS/IN-ST						80.00	DR *
		OBJECT: 5203	TRAVEL						808.45	DR **
6503	103200061804	52040500	20-1000-004 339	01/15/2020	02324194	SMARTSOFTW	12221150		60.00	DR
		OBJSUB: 5204050	COMPUTER CONSULTANT						60.00	DR *
6503	103200061804	52042000	PL012056	01/31/2020					55.67	DR
6503	103200061804	52042000	RM012047	01/15/2020					57.60	DR
		OBJSUB: 5204200	CENTRAL SERVICES						113.27	DR *
		OBJECT: 5204	CONTRACTUAL SERVICES						173.27	DR **
6503	103200061804	5228000	T100-098	01/08/2020					19.69	DR
		OBJSUB: 5228000	OPER TRANS OUT -NON BUDGT						19.69	DR *
		OBJECT: 5228	NONOP EXP/NONBGTD OP TR						19.69	DR **
		GROUP: 52	OPERATING EXPENSES						1,001.41	DR ***
		COMP: 6503							1,668.57	DR ****
		CNTR: 103200061804							1,668.57	DR *****
		B. UNIT: 1032							1,668.57	DR *****

SOUTH DAKOTA BOARD OF BARBER EXAMINERS

PROPOSED ADMINISTRATIVE RULE COSMETOLOGY CROSS-OVER EDUCATION & CURRICULUM FOR BARBER LICENSURE (300 CLOCK HOURS)

Minimum Requirements:

- Licensed Cosmetologist
- 18 years of age
- Passage of the South Dakota Barber State Board Examinations

Curriculum:

- | | |
|-----------|---|
| 40 Hours | Theory of Barbering |
| 130 Hours | Theory & Practical combined -- Basics of Barbering/Styling, Advanced Barber/Styling, Cutting and Styling, Design Techniques |
| 130 Hours | Theory & Practical combined – Shaving techniques and practice, including use of a straight-edge blade |



2020 South Dakota Legislature

Senate Bill 13

Introduced by: The Committee on Commerce and Energy at the request of the Department of Labor and Regulation

1 **An Act to revise certain educational requirements for the practice of barbering.**

2 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF SOUTH DAKOTA:

3 **Section 1.** That a NEW SECTION be added:

4 **36-14-7.1. General Coursework--Credit--Promulgation of Rules.**

5 Notwithstanding any other provision of this chapter, the board shall allow an
6 approved school of barbering to apply credit earned by a student for general coursework
7 in areas not limited to the practice of barbering that is completed in other programs or
8 institutions to the course of instruction required in § 36-14-17.

9 The board may promulgate rules, pursuant to chapter 1-26, establishing criteria
10 for accepting and applying the credit allowable under this section.

Senate Bill 13

[Back to Full List](#)

Purpose:

revise certain educational requirements for the practice of barbering.







Sponsors:

The Committee on Commerce and Energy at the request of the Department of Labor and Regulation

Keywords:

Boards and Commissions, Executive/Judiciary Request, Professions and Occupations, Promulgation of Rules

Want to add this bill to one of your tracking lists? Logon to MyLRC

Date	Action	Audio	Location
01/14/2020	First read in Senate and referred to Senate Commerce and Energy S.J. 11	N/A	
01/23/2020	Scheduled for hearing		2:55
01/23/2020	Commerce and Energy Do Pass, Passed, YEAS 7, NAYS 0.		2:55
01/23/2020	Certified uncontested, placed on consent, Passed		2:55
01/24/2020	Senate Do Pass, Passed, YEAS 33, NAYS 0. S.J. 76	N/A	
01/27/2020	First Reading House H.J. 62	N/A	
01/28/2020	Referred to House Commerce and Energy H.J. 75	N/A	
02/05/2020	Scheduled for hearing		26:59
02/05/2020	Commerce and Energy Do Pass, Passed, YEAS 13, NAYS 0.		26:59
02/05/2020	Certified uncontested, placed on consent		26:59
02/06/2020	House of Representatives Do Pass, Passed, YEAS 67, NAYS 0, H.J. 213	N/A	
02/07/2020	Signed by the President S.J. 169	N/A	
02/10/2020	Signed by the Speaker H.J. 247	N/A	
02/13/2020	Delivered to the Governor on February 13, 2020 S.J. 227	N/A	

Bill Text Versions

Date	HTML Format	PDF Format
01/09/2020	Introduced	Introduced
02/06/2020	Enrolled	Enrolled

Possible Amendments

Requested By	In Context PDF	In Context HTML	Instructions PDF	Instructions HTML
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SOUTH DAKOTA BOARD OF BARBER EXAMINERS

PROPOSED ADMINISTRATIVE RULE BARBER INSTRUCTOR (600 CLOCK HOURS)

Minimum Requirements:

- South Dakota licensed barber
- One year of licensed barber experience
- High School Diploma/GED
- 18 years of age
- 600 hours of instructor education
- Passage of the NIC Instructor Written Theory Examination

DESCRIPTION: The primary purpose of the instructor course is to train the student in the basic teaching skills, educational judgments, proper work habits, and desirable attitudes necessary for competency in entry-level employment as an instructor or a related position.

50 hours Orientation

200 hours Methods of Teaching and Clinic Management

Principles of Teaching, Learning, and Lesson Plan Development: Outlines, Examples of Lesson Plans, Components of Effective Lesson Plans, Preparation, Teaching Methods; Presentation Techniques: Application, Testing, Lecture and Workbooks, Demonstrations, Return Demonstrations, Discussion, Question and Answer, Projects, Field Trips, Developing and Using Educational Aids, Films or Videos, Charts, Manikins, Reference Materials, Chalkboard, Overhead Projectors and Transparencies; Program Development and Review; Program Review

150 hours Student Salon/Clinic Management

200 hours Instruction and Theory

600 hours TOTAL (required)

In order to implement barber instructor education, it would require an administrative rule change. The current administrative rule is shown on the following page. It simply states that an individual have a current barber certificate, high school diploma, and a minimum of three years of experience in the trade of barbering. An individual may have many years of experience and be an excellent barber, but that doesn't necessarily mean that the individual possesses the skillset to be an effective instructor.

20:39:03:01. General requirements for approval of state barber schools. Each barber school shall meet the following requirements to receive board approval:

(1) All students must be supervised by an instructor. Each instructor may directly supervise a maximum of 15 students at any one time, except an instructor may teach any number of students in the theory classroom;

(2) Each school must have at least one barber chair for each student present and performing or receiving instruction on practical work; and

(3) All instructors employed at the school shall have a barber certificate issued by the board, a high school diploma, and a minimum of three years of practical experience in the trade of barbering.

Upon application to the board, any person complying with these requirements may take the board's instructor examination. Upon passing the examination, the person shall receive an instructor license issued by the board.