

**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.

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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,

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Kate Boyd, Executive Director  
Board of Barber Examiners