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COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

**F I N A L M I N U T E S**

MEETING OF:

**STATE BOARD OF BARBER EXAMINERS  
VIA VIDEOCONFERENCE**

TIME: 10:37 A.M.

Monday, February 22, 2021



1 \*\*\*

2 State Board of Barber Examiners

3 February 22, 2021

4 \*\*\*

5 [Pursuant to Section 708(a)(5) of the Sunshine Act, at  
6 9:00 a.m. the Board entered into Executive Session  
7 with Ronald K. Rouse, Esquire, Board Counsel, to have  
8 attorney-client consultations and for the purpose of  
9 conducting quasi-judicial deliberations. The Board  
10 concluded its executive session at 10:30 a.m.]

11 \*\*\*

12 [Theodore Stauffer, Executive Secretary, Bureau of  
13 Professional and Occupational Affairs, noted the  
14 meeting was being recorded, and those who remained on  
15 the line were giving their consent to be recorded.]

16 \*\*\*

17 The regularly scheduled meeting of the State Board  
18 of Barber Examiners was held on Monday, February 22,  
19 2021. Dominic A. Muniz, Chairman, Professional  
20 Member, called the meeting to order at 10:37 a.m.

21 \*\*\*

22 Pledge of Allegiance

23 [The Pledge of Allegiance was recited.]

24 \*\*\*

25 Introduction of Public Members

1 [Chair Muniz requested an introduction of public  
2 members.]

3 \*\*\*

4 Roll Call

5 [Roll call was taken by Mr. Rouse. A quorum was not  
6 present.]

7 \*\*\*

8 [Approval of minutes was deferred until the next Board  
9 meeting when a quorum would be present.]

10 \*\*\*

11 Report of Prosecutorial Division - No Report

12 \*\*\*

13 Report of Board Counsel

14 MR. ROUSE:

15                   The proposed Adjudication and Order  
16                   regarding the matter of Anthony Dennis,  
17                   Case No. 20-42-010793, would be deferred  
18                   to the next Board meeting because we do  
19                   not have a quorum.

20 \*\*\*

21 [Ronald K. Rouse, Esquire, Board Counsel, referred to  
22 regulation 16A-4211 regarding fee schedules. He  
23 stated the Board was presented with a report from the  
24 Bureau of Finance and Operations (BFO) on August 19,  
25 2019, showing a projected shortfall of over \$298,000.]

1 He noted the Board voted in favor of the fee increase  
2 recommendation on January 27, 2020, which was released  
3 for review by stakeholders as an exposure draft on  
4 July 28, 2020, with no comments received.

5 Mr. Rouse referred to the copy of the annex and  
6 preamble, which is an introduction of the reasons for  
7 the gradual fee increase by the Board and the impact  
8 on licensees. He provided a summary of the gradual  
9 increase in application fees. He also noted the  
10 recommendation for an increase in proposed biennial  
11 renewal fees for barbers, barber managers, barber  
12 teachers, barbershops, and barber schools.

13 Chairman Muniz commented that everything was  
14 previously discussed and gave his approval.

15 Mr. Rouse addressed regulation 16A-4212 regarding  
16 licensure by endorsement. He noted Board discussion  
17 at a prior Board meeting. He stated there were no  
18 comments received from stakeholders regarding the  
19 exposure draft. He referred to the proposed preamble  
20 for information regarding the need for licensure by  
21 endorsement for barber and barber teacher and the  
22 impact on licensees.

23 Mr. Rouse addressed the cost of the application  
24 fee for licensure by endorsement at \$55 for the  
25 initial application fee, noting it to be the same fee

1 for barber by reciprocity.

2 Chairman Muniz agreed with the \$55 fee for  
3 licensure by endorsement.

4 Mr. Rouse addressed Act 53 of 2020, noting that a  
5 copy of the list of crimes that would be considered  
6 directly related to the profession of barbering, as  
7 well as the list of crimes considered crimes of  
8 violence, are currently on the State Board of Barber  
9 Examiner's website for the public to view.

10 Mr. Rouse discussed § 3113(e) under Act 53 of  
11 2020, where candidates convicted of crimes of violence  
12 and remain incarcerated or candidates who were  
13 convicted of a crime of violence and released from  
14 incarceration but have been back in society for less  
15 than 3 years may receive a restricted license.

16 Mr. Rouse stated the scope and location of the  
17 restricted license holder's practice can be limited,  
18 the restricted license holder must be reasonably  
19 supervised during regular business hours by a barber  
20 manager or barber licensee designated to be in charge  
21 of the shop, must notify the Board in writing of any  
22 change in supervisor, and must abide by any other  
23 requirement or condition the Board deems appropriate.]

24 \*\*\*

25 Report of Commissioner

1 [K. Kalonji Johnson, Commissioner, Bureau of  
2 Professional and Occupational Affairs, wished everyone  
3 a Happy New Year. He noted the Board vacancy as a  
4 priority. He continues to work with the Policy  
5 Department and Legislative Affairs Department ensuring  
6 waivers continue to be safe and effective.

7 Chairman Muniz questioned whether the Board would  
8 be adding more members by the next meeting.

9 Commissioner Johnson noted individuals were  
10 referred to the Governor's Office, go through a  
11 vetting process, and then to the Senate. He had not  
12 received any curricula vitae (CVs) to vet with regard  
13 to public members and was still waiting to get back  
14 CVs from names forwarded to the Governor's Office.]

15 \*\*\*

16 Report of Board Chair

17 [Dominic A. Muniz, Chairman, Professional Member,  
18 informed everyone he would be joining the National  
19 Association of Barber Boards of America (NABBA)  
20 Midyear Conference after the Board meeting. He also  
21 noted the annual conference would be in person and  
22 held in Washington, DC this year.]

23 \*\*\*

24 Report of Board Administrator - No Report

25 \*\*\*

1 Old/New Board Business

2 [Ronald K. Rouse, Esquire, Board Counsel, informed the  
3 Board that the Probable Cause Screening Committee  
4 matter would not be addressed at this meeting because  
5 a quorum was not present.]

6 \*\*\*

7 Appointment - Carolyn A. DeLaurentis, Esquire, Deputy  
8 Chief Counsel, Prosecution Division Presentation

9 [Carolyn A. DeLaurentis, Esquire, Deputy Chief  
10 Counsel, Prosecution Division, provided highlights of  
11 the prosecution division's work during the past year.  
12 She commended staff for all of their hard work to make  
13 telework successful. She noted all decisions were  
14 made thoughtfully and with the safety of all in mind.

15 Ms. DeLaurentis stated the Board prosecutors made  
16 every effort to monitor the restrictions, waivers,  
17 policies, and new procedures specific to the practice  
18 in each profession regarding challenges imposed on  
19 licensees by the COVID-19 pandemic.

20 Ms. DeLaurentis noted the Pennsylvania Licensing  
21 System (PALS) to be a lifeline. She stated the Bureau  
22 of Enforcement and Investigation (BEI) worked closely  
23 with prosecution to continue investigations and figure  
24 out the best methods during statewide shutdowns and  
25 stay-at-home orders. She also noted the Professional



1 Compliance Office continued opening cases and  
2 processing files, and legal assistants have been  
3 working a hybrid schedule to ensure mailings and  
4 filings are completed.

5 Ms. DeLaurentis commented that the Board, Board  
6 staff, and counsel all adapted to virtual Board  
7 meetings and prosecution will continue to work with  
8 all to ensure efficient and effective presentation and  
9 resolution of cases. She mentioned 2020 was a year  
10 filled with challenges, but the prosecution division  
11 led by the incredible senior staff rose to the  
12 challenge and would continue to do so in 2021.

13 Ms. DeLaurentis informed the Board that 528 cases  
14 were opened in 2020 and 518 in 2019 with 400 cases  
15 closed in 2020 for the Board of Barber Examiners. She  
16 noted 503 open cases as of January 1, 2021. She  
17 thanked Timothy Smith for his assistance providing  
18 information for 2020.

19 Ms. DeLaurentis addressed enforcement actions  
20 with 144 total cases that resulted in discipline in  
21 2020 for the Board of Barber Examiners. She reported  
22 37 warning letters, 5 fines, 53 Act 48 citation fines,  
23 18 suspensions, 13 automatic suspensions, 2  
24 reprimands, 1 revocation or voluntary surrender, and  
25 68 probation cases in 2020.

1 Ms. DeLaurentis discussed 2020 overall  
2 prosecution as a whole. She noted 44 immediate  
3 temporary suspensions in 2020. She mentioned 115 of  
4 the 1,223 opened COVID-19 cases are for the Board of  
5 Barber Examiners. She reported the total number of  
6 open cases as of January 1, 2021, was 12,250 and the  
7 total number of cases opened overall in 2020 was  
8 13,394, which is down from 2019 at 16,295. She noted  
9 13,274 files were closed in 2020.

10 Ms. DeLaurentis noted most general COVID  
11 complaints involved violations of the Governor's  
12 Orders, Secretary of Health Orders, CDC guidelines,  
13 and mask requirements.

14 Chairman Muniz commended Ms. DeLaurentis for all  
15 of her work.]

16 \*\*\*

17 Exam Statistical Reports

18 [Kelly I. Diller, Board Administrator, referred to  
19 exam statistics from September 14, 2020 to February  
20 11, 2021, for the Board's review.

21 Chairman Muniz noted that there was a pass rate  
22 of 77% and a Barber Practical Exam fail rate of only  
23 4% for first-time test takers. He also noted the  
24 total graded at 207 and 124 passed, giving a 60% pass  
25 rate for first-time takers and repeaters. He stated

1 162 individuals took the Barber Practical Exam even  
2 with the restrictions and believed that to be a great  
3 number.]

4 \*\*\*

5 Adjournment

6 [Ronald K. Rouse, Esquire, Board Counsel, adjourned  
7 the meeting.]

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9 [There being no further business, the State Board of  
10 Barber Examiners Meeting adjourned at 11:18 a.m.]

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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Barber Examiners meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Barber Examiners meeting.



Morgan McKendrick,

Minute Clerk

Sargent's Court Reporting  
Service, Inc.

STATE BOARD OF BARBER EXAMINERS  
REFERENCE INDEX

February 22, 2021

	TIME	AGENDA
1		
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7		
8		
9	9:00	Executive Session
10	10:30	Return to Open Session
11		
12	10:37	Official Call to Order
13		
14	10:37	Pledge of Allegiance
15		
16	10:37	Introduction of Public Members
17		
18	10:37	Roll Call
19		
20	10:41	Report of Prosecutorial Division
21		
22	10:42	Report of Board Counsel
23		
24	10:54	Report of Commissioner
25		
26	10:56	Report of Board Chair
27		
28	10:59	Old/New Board Business
29		
30	11:00	Appointment - Carolyn A. DeLaurentis,
31		Esquire, Deputy Chief Counsel,
32		Prosecution Division Presentation
33		
34	11:15	Exam Statistical Reports
35		
36	11:18	Adjournment
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