

# Head Line Press

Board of Barbers and Cosmetologists, 301 S. Park Avenue, PO Box 200513, Helena, MT 59620-0513  
www.cosmetology.mt.gov dlibsdcos@mt.gov (406) 841-2335

**Upcoming Board Meetings:** April 23, 2007 July 23, 2007

## Special Interest Articles:

- Proposed Rule Changes
- Inspector's Corner
- Salon Cleanliness  
~Client Safety

## Proposed Rule Changes

On February 1, 2007, a public hearing was held to consider the proposed amendments of MAR Notice No. 24-121-4. The Board will consider adoption these changes at the April meeting. Some of the highlights of the hearing are:

- 24.121.407 - Removal of the prohibition of alcoholic beverages in a salon, shop or school, except where permitted in accordance with the state regulation of the Department of Revenue.  
**\*Please Note:** This does not exclude compliance with the rules and regulations of the Department of Revenue\*
- 24.121.1505 - Removal of the requirement for a restroom to be within the confines of the salon or shop.
- 24.121.1505 - Removal of the requirement for mechanical ventilation in restrooms.

The Board statutes, rules, and rule notices can be viewed and downloaded from our website at:  
[www.cosmetology.mt.gov](http://www.cosmetology.mt.gov) .  
If you would like us to send you a hard copy, please contact the Board office.

## Meet the new...

### Board Member

#### **Juanita Mace**

Governor Schweitzer has named Juanita Mace as the third cosmetologist licensee to the Board of Barbers and Cosmetologists. Mace will serve a five year term that expires October 2011.

Juanita has held a cosmetology license since 1996 and obtained a cosmetology instructors license in 1999. She is an instructor at The Academy of Nail, Skin and Hair in Billings and is the vice president of the Montana Salon & Spa Association.

### Staff Members

#### **Shane Younger**

Shane Younger is the new Application Specialist. Shane comes to the board with extensive office work and military experience. Shane is looking forward to working with the license applicants.

#### **Anjeanette Christensen**

Anjeanette Christensen is the new Board Counsel. Anjeanette obtained her law degree from Northern Illinois University. Anjeanette is new to state government and Helena.

## Does The Board Have Your Correct Information?

**Many licensees rely on a change of address with Post Office...**

Many licensees across the state get married or move to a different location. Did you remember to submit this information to the board office to let us know? Do not rely on a change of address to the post office.

Not all mail from the board office is forwarded. For the mail that is, depending on the location, some post offices only do this for 30 – 60 days. After this time period, most mail is returned to the sender.

Many licensees learned this the hard way during the last renewal when they did not receive their renewal notice. The mail would get returned to our office and since it was the last address on

record we had, we had no way of forwarding it.

Many licensees have had to pay late fees for forgetting this simple task.

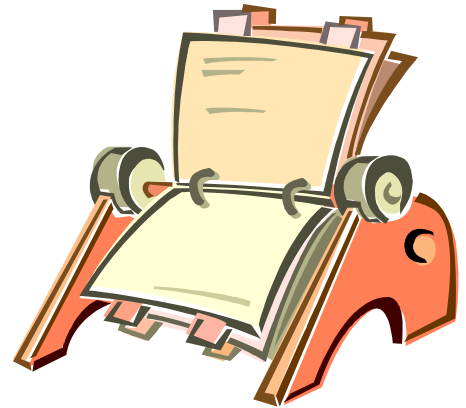
Don't let this happen to you at your next renewal.

Please remember to submit your name and address change in writing either by mail to:

Board of Barbers &  
Cosmetologists  
PO Box 200513  
Helena, MT 59601

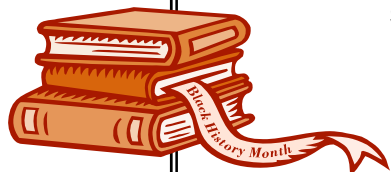
or through our website at:

[www.cosmetolgoy.mt.gov](http://www.cosmetolgoy.mt.gov) and  
choose "Address Change"



*"Many licensees learned the hard way...for forgetting this simple task"*

## Continuing Education



### MSSA – Montana Salon & Spa Association

Presents

**A fusion of education for the  
salon & spa professionals of Montana**

April 15 – 16, 2007  
Copper King Hotel & Convention Center  
Butte, MT

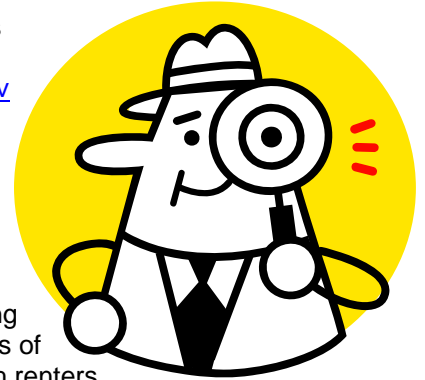
Education to include: Cutting, styling, long hair, manicuring,  
pedicuring, makeup and business

All education included for the price of \$65 – students - \$35

For more information, visit [www.montanasalonspa.org](http://www.montanasalonspa.org)  
or call 888-561-8822

## Inspector's Corner Contributed by: Dennis Clark, Inspector

If you have a copy of your inspection report, you already have a guide to what the inspector is looking for. Refer to it to help you stay in compliance and avoid the hassle of responding to violations, or worse, having a complaint filed against you. As a licensee you are responsible to know the *current* rules of the Board, and these rules do change. Take advantage of the Internet by visiting [www.cosmetology.mt.gov](http://www.cosmetology.mt.gov) to keep abreast of the current rules and information from your Board!



### ***Avoid these common issues regarding inspections:***

- This is a reminder for you of the requirement to post all current licenses in a conspicuous place in public view:  
Pursuant to Administrative Rules of Montana 24.121.403, all licensees, including salons, shops and schools, shall display all licenses conspicuously for members of the public to view. The address on the personal license may be covered. Booth renters shall display conspicuously at their working areas all current licenses **and** a clear legible sign, of at least six inches by three inches, stating that the booth/station is a booth rental and is rented by the booth renter.  
**Failure to comply with this rules can result in the Board taking disciplinary action against your license.**
- Salon owners; if you have changed your business days and/or hours since the last inspection please call the office to update them in the database. It helps the inspectors avoid unnecessary trips and maximizes the efficiency of our inspection process with the least disruption to your business.

### **As noted in the previous newsletter, the inspectors are still finding issues with the following:**

- The address on the personal license may be blocked out, but **do not cut, alter, or deface** your license in any manner, however, you may fold it to fit into an existing frame but be sure that your name, license type and license number is not covered.
- The previous inspection report needs to be available to the inspector at the time of the visit. You may want to have it taped to the inside of your station cabinet door or your dispensary door, anywhere the inspector can find it, if you are not available.
- Booth renters, you should identify your all other areas outside the booth with your name or business card, i.e. dispensary, containers, cabinets, rollabouts, sanitizer, etc.
- Label all unmarked bottles that have product in them, ***including water.***
- The salon/shop facility should have mechanical ventilation that covers the square footage of the facility. It is to be on **continuously during business hours**, not just when doing perms, or nails. This can be portable filtration unit(s) and need not be that expensive. Open windows, doors, and fans are not considered mechanical ventilation.

**Board Forms and Applications:** Many of the applications, documents and forms used by the Board are available at the Board website for anyone who has access to the internet with Adobe Acrobat Reader™ and printing capabilities. Those who currently do not have Adobe Acrobat Reader™ may download the software free of charge from the Board's website at [www.cosmetology.mt.gov](http://www.cosmetology.mt.gov) . Printing an application document or form from the website helps to reduce printing costs and ensure that you obtain the most updated information available.

## Salon Cleanliness ~ Client Safety Contributed by: JoAnn DiPrete and Maxine Collins

Safety is usually the last thing we think of as a consumer when we enter a salon. We think, oh what a beautiful atmosphere, it's so relaxing. We don't think, are the implements clean, did they clean out the jets in their footbath.

As professionals we need to concern ourselves with our clients safety so they can relax and enjoy their service knowing they are safe from the spread of disease. By implementing simple procedures in cleanliness we can make our work and home environments a safer place to be.



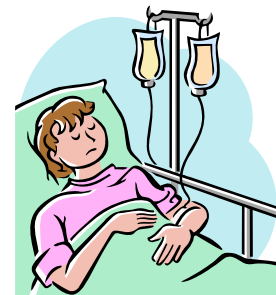
*"Spray down your station  
with disinfectant"*

**Here are a few suggestions to follow to assure overall cleanliness in your salon:**

- 1) Wash your hands before and after each service
- 2) Pre-clean and completely submerge all combs, brushes, shears, nippers, etc. after each service in an EPA registered Hospital Level Disinfectant that is proven effective against HIV/HBV or Tuberculocidal.
- 3) Remove hair clippings, nail filings, etc. from around your station after each service
- 4) Spray down your station with disinfectant 10 minutes before your next client arrives
- 5) Porous files and pedicure paddles should be one per client
- 6) Change disinfectant daily.
- 7) Isolate clean implements from used ones
- 8) Disinfect footbaths/pedicure spas between clients. Clean filter daily and run disinfectant through the jets after each client

## Health and Safety Tip

Licensees should not perform services on a client who has an infection or parasitic infestation. This is not only for the health and safety of your client, but most importantly for YOU!!! If you knowingly perform services on a client that has an infection, you put yourself at risk of obtaining an infection. In addition, a client may be more likely to obtain a bacterial infection if they have an open wound and receive services. Help protect your client by refusing services if you feel it may compromise their health or yours!



**FYI...** If you are practicing Microdermabrasion; the machine you are using must be approved by the board, you must have certification of 50 hours of CE, training on the specific machine and an endorsement on your license.

If your cordless drill has a collet nut (please refer to owners manual), it is not approved by the Board and must be removed from the salon or shop.

# Montana Board of Barbers and Cosmetologists

## Board Members

**Wendell Petersen**, Chairman  
Cosmetologists, 10/01/2008

**Darlene Battaiola**, Vice-Chair  
Cosmetologist, 10/01/2007

**Maxine Collins**, Secretary  
Manicurist, 10/01/2010

**Juanita Mace**  
Cosmetologist, 10/01/2011

**Edward Dutton**  
Barber, 10/01/2008

**Karan Charles**  
Barber, 10/01/20011

**Maggie Burton-Blize**  
Barber, 10/01/2007

**Delores Lund**  
Public Member, 10/01/2010

**Jamie Ausk-Crisafulli**  
Public Member, 10/01/2008

## Board Staff

**Grace Berger**  
Executive Officer

**Andy Verbanac**  
Program Manager

**Shane Younger**  
Application Specialist

**Dennis Clark**  
Inspector

## Office Hours

**Monday – Friday**  
**8:00 am – 5:00 pm**  
Closed on all major holidays

## Office Phone Numbers

**Applications – (406) 841-2378**  
**All Other – (406) 841-2335**

## Licensee Stats:

Barbers	575
Cosmetologists	6150
Electrologists	36
Estheticians	218
Manicurists	1001
Salons	1204
Barbershops	206
Cos. Instructors	79
Bar. Instructors	3
Cos. Schools	11

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