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**State of Louisiana Board of Barber Examiners  
Board Meeting Minutes December 5, 2021  
Board Office Conference Room, Baton Rouge, Louisiana**

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Board President Rebecca Villeneuve called the meeting to order at 8:59 a.m. Present were Board Members Gina Moreau, Cory Dawsey, Marlon Lewis, and Executive Director Latrice Matthews. Absent, Board Member Kedrian Landrew.

Board President Rebecca Villeneuve presented the minutes of September 12, 2021.

*M/Dawsey, 2<sup>nd</sup>/Lewis to approve the minutes as read. Mc*

NEW BUSINESS

No New Business

*M/Lewis, 2<sup>nd</sup>/Moreau to approve the New Business. Mc*

PRESIDENT'S REPORT

Board President Villeneuve reported there's nothing new going on in her area, and having worked a little bit more on the workshop, and said that we need to set a date. The first one will be in Baton Rouge and the second one will be at Cloyd's Barber School in Monroe. Board President Villeneuve explained that we would all need to get together one time before we do that to get the specifics and who was comfortable demonstrating. During the session we'll banter back and forth and come up with what we want to get across to the instructors. Board President reported that from previous knowledge it appears that it's just the terminology between us and the instructors and the students.

*M/Dawsey, 2<sup>nd</sup>/Moreau to approve the President's Report. Mc*

EXECUTIVE DIRECTOR'S REPORT

Please see attachment

Executive Director Matthews reported the end of the year numbers for 2021 license renewals and reported a decrease in shops and barbers but mainly shops, possibly due to COVID. Executive Director Matthews reported that hopefully next year we will see more people come back into the shops and that another shutdown was not anticipated.

## Financials

Executive Director Matthews reported the Total License Revenue for period ending September 30, 2021 is \$363,982.00 which included Apprentice Licenses \$21,300, Barber Licenses \$245,990, Instructor Licenses \$9,160, Reciprocity \$3,150, School Licenses \$3,690, New Shop Licenses \$8,820, Shop Licenses \$54,930, and Student Licenses \$16,942. Total Income for period ending September 30, 2021 budgeted \$490,950 vs actual \$511,746 for a difference of \$20,796. As noted, Total Expense for period ending September 30, 2021 budgeted \$482,570 vs actual \$357,736 for a difference of \$124,834.

Executive Director Matthews presented the Operating Budget of Revenues and Expenditures for the year beginning January 1, 2022 and ending December 31, 2022. Current Year 2022 Budgeted Total Means of Financing \$523,150. Total Expenditures \$479,951, Total Salaries \$335,400, Total Travel \$50,200 Total Mileage Reimbursement \$22,000, Total Operating Services \$69,176. Executive Director Matthews reported that finishing the year with the license numbers that we did was reflected in the projected budget figures. We lost a number of shops due to COVID and other reasons also, but hopes that year 2022 we will begin to see some of those shops and possibly barbers come back. The only anticipated change is salaries will be the yearly 2% increase that the barber inspectors get through Civil Service.

***M/Lewis, 2<sup>nd</sup>/Dawsey to approve the Executive Director's Report. Mc***

***M/Lewis, 2<sup>nd</sup>/Dawsey to approve the Operating Budget of Revenues and Expenditures. Mc***

## BOARD MEMBERS' REPORT

Board Member Gina Moreau reminded the board that when a student fails a portion of the exam, two board members have to score the student and agree. Board Member Moreau explained that it is important for both board members to be on the same page and to be able to explain to the student why they didn't pass. Board Member Moreau also reported several students at the last board from the same school complaining and saying that they didn't learn anything or wasn't told how or what to do for state board. Board Member Moreau asked what should she do when that happens, or when should the student complain about not knowing what to do. Executive Director Matthews responded that at the board exam is not the time. Board Member Moreau said that she understands that COVID has been a challenge for everyone, but the students still need to come to board knowing what they need to do. And if they don't know it, they just don't know it and it's okay for them to have to come back because it's only going to make them better.

Board Member Cory Dawsey reported on the exam in his area at Shreveport Vo Tech and did have a few that didn't pass. There were a couple of people that were from the same school that did not have a barber jacket and said they didn't know, but one guy found one. Other than that everything went well.



Board Member Marlon Lewis reported that he thought the last board meeting went good and the discussion that we had, helped to make the last state board better, and we need those discussions. Board Member Lewis apologized to Board Member Moreau for missing the guy at the last test that failed one of his haircuts and recommended to organize things better, for Board Member Moreau to check the cuts and he'll come back and double check. Or he can check the 90 and she can come back and double check him and at the end of the day they can get a good product. Board Member Lewis also reported having received a phone call from a guy in his area wanting to work in a shop but needing to know if his hours were still good from when he went to barber school. Board Member Lewis said he called Executive Director Matthews who helped him out and that when he called the shop owner back he didn't complain and took it well, so they respect us and our authority and what we do.

Board Member Kedrian Landrew was absent but gave his board member's report to Executive Director Matthews to present. Board Member Landrew wanted to remind everybody to be on time when coming to the board exams and to remind everybody to speak when it's their turn and clearly at the board meetings. Board President Villeneuve responded that we will try to be a little more respectful when somebody is speaking and trying to do their board members report, and we let them say what they want to say and not talk over one another, and be respectful when somebody is giving their report. Board President Villeneuve also said that of course being on time is always what we need to do and if we can get there a few minutes before it's supposed to start then that's what we should do and we will pay more attention to that as well. Board Member Lewis responded about having had a conversation with Board Member Landrew at the last exam in which Board Member Lewis mentioned to him about coming early to check tools and equipments, and models. Board Member Lewis questioned Executive Director Matthews if the start time is 8:30 and if we get there at 8 it should be enough time to check the students. Executive Director Matthews explained that the test starts at 8 but we give the students a grace period till 8:30 to get there. With the large exams it's hard to catch everything and sometimes we do miss some things. Board President agreed that we do sometimes get distracted and miss some things. Board Member Lewis explained that he considers us to be a close group like family and agreed that because of being comfortable things could sometimes get informal, but even though we are just five people, we can still just go into like parliamentary procedures and give whomever the floor until people catch on. Board President Villeneuve agreed and said we are a unique board that is real comfortable with each other and sometimes we do talk over each other, but that she appreciates that Board Member Landrew brought the points up and if anyone has any questions for him or need him to explain, they can ask him at the next meeting.

*M/Dawsey, 2<sup>nd</sup>/Lewis to approve the Board Member's Report. Mc*

#### OLD BUSINESS

Board President Villeneuve asked did anybody come up with any ideas for the Instructor's Workshop. Board Member Lewis said that he had sent some pictures of his work to Board Member Landrew and that Board Member Landrew had also sent him some pictures of his cuts. Board Member Lewis asked Board Member Dawsey if he could send him a few pictures of his


cuts so they can include him. Board President Villeneuve suggested they start a group text to kind of go back and forth so everybody can see and is on the same page. Board President asked Director Matthews for her feedback on appointing a date for Baton Rouge because in March we will have our first test and it has to be done before that. We need to get together and go over everything, and asked what about the first week of February. Executive Director Matthews said the second week would be better because license renewals for the 31st are still coming in during that first week. Board President Villeneuve said we will do Baton Rouge first and then Monroe. Board Member Lewis asked if that would be the second week or the weekend, to which Board President Villeneuve responded weekend. That would be a Monday, so Sunday we would all get together and go over and get things setup. Board Member Lewis reminded everyone that that is the weekend before Valentine's Day and may be a conflict for some people to come. Board President Villeneuve selected Sunday February 20 and Monday the 21st to not conflict with Valentine's Day or Mardi Gras in March. Board Member Lewis asked when was the last time the board had a workshop. President Villeneuve said it had been some years, but we've always planned to have one, however something always came up that required the boards full attention. Whether it was legislation, or losing board members, then COVID, it was always something that interfered. Board President Villeneuve again suggested a group text so that everyone could go back and forth and be on the same page.

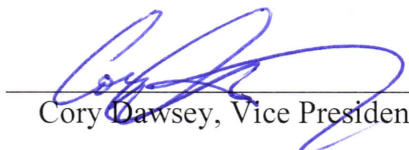
Executive Director Matthews presented the new school proposal for Dupre's Professional Barber College in Opelousas for provisional approval. Executive Director Matthews asked the board for a 6 month approval to monitor the school and their progress. After the 6 months, Executive Director Matthews said that she will report back to the board of the school's standings and whether or not to recommend for a final approval and license.

***M/Dawsey, 2<sup>nd</sup>/Lewis to approve Old Business. Mc***

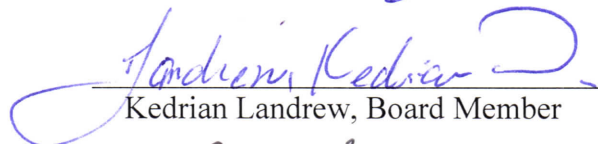
***M/Dawsey, 2<sup>nd</sup>/Lewis for a 6 month approval for Dupre's Professional Barber College. Mc***

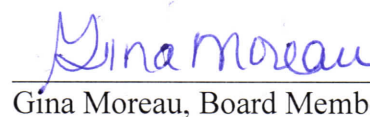
There being no further business, the meeting was adjourned at 10:12 a.m.

  
Rebecca Villeneuve, President

  
Cory Dawsey, Vice President

  
Latrice Matthews, Executive Director

  
Kedrian Landrew, Board Member

  
Gina Moreau, Board Member

  
Marlon Lewis, Board Member