



NORTH CAROLINA BOARD OF BARBER AND ELECTROLYSIS EXAMINERS

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Raleigh, NC 27699-7000
barbers@nc.gov • electrolysis@nc.gov
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Minutes for Public Meeting Held February 20, 2024, at 9:00 a.m. Videoconference

Board Members

Sherod Holloway, Board Chairperson, Barber Member
Don Beal, Barber Member
Craig N. Burkhart, MD, Physician Member
William K. Graham, Barber Member
Stacy M. Miller, LE, CPE, Electrologist Member
Kristina Proctor, Public Member
Michael T. Swinney, Barber Member
David L. Williams, Barber Member
Margaret Wingate, LE, Electrologist Member

Executive Director

Dennis Seavers

Counsel to the Board

M. Jackson Nichols

The meeting of the North Carolina Board of Barber and Electrolysis Examiners was called to order at 8:32 a.m., on February 20, 2024.

Except as noted in the minutes below, the following board members were present by video- or teleconference: Sherod Holloway; Don Beal; Craig N. Burkhart, MD; William K. Graham; Stacy M. Miller, LE, CPE; Michael T. Swinney; David L. Williams; and Margaret Wingate. The following board member was absent: Kristina Proctor.

Also in attendance by videoconference were Dennis Seavers, Executive Director, and M. Jackson Nichols, Counsel to the Board.

OPEN SESSION

Ethics awareness and conflict of interest

Mr. Holloway read the statement required by G.S. § 138A-15(e) on ethics awareness and conflicts of interest. No board members indicated that they had any potential or actual conflicts, except for the administrative hearing for Mark Jones (see below).

Approval of minutes

Dr. Burkhart made a motion to approve the minutes and closed-session narrative from the October 24, 2023 meeting. Ms. Miller seconded the motion, which passed, 7–0 (Mr. Williams had not yet joined the meeting).

Board member	Yes	No	Abstain	Not present
Sherod Holloway	X			
Don Beal	X			
Craig N. Burkhart	X			
William K. Graham	X			
Stacy M. Miller	X			
Kristina Proctor				X
Michael T. Swinney	X			
David L. Williams				X
Margaret Wingate	X			
Total	7	0	0	2

Felony cases

Duane Cogdell of the North Carolina Department of Adult Correction (NCDAC) presented two cases for individuals who had participated in the NCDAC barbering program, Bryan Gale and Chico Talbert. Mr. Cogdell shared details of the inmates’ criminal and prison history and answered questions from the board members.

Administrative hearings

The board held a hearing in response to a request by Mark Jones. Mr. Holloway recused himself from this case (see Attachment 1). Mr. Jones had applied for a barber license but was required to take examinations; he wished to challenge the staff determination that he must take exams. Mr. Jones presented information to the board and answered questions from the members. Mr. Seavers testified and answered questions from the board.

Request for approval of continuing education units from Southeastern School of Electrology

The board considered a request from Southeastern School of Electrology for approval of continuing education units (see Attachment 2). The board’s committee for continuing education recommended approval of the units. Ms. Wingate made a motion to adopt the policy, and Ms. Miller seconded. The motion passed, 8–0.

Board member	Yes	No	Abstain	Not present
Sherod Holloway	X			
Don Beal	X			
Craig N. Burkhart	X			
William K. Graham	X			
Stacy M. Miller	X			
Kristina Proctor				X
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
Total	8	0	0	1

Executive director and legal counsel report

Mr. Seavers reported on board operations and finances. He relayed a request from a board member to approve expenditures for site visits to the three authorized electrology schools in Kentucky, New York, and Massachusetts. The board asked Mr. Seavers to put a cost estimate together for consideration at the next meeting.

Mr. Seavers reported that he would be making a presentation to the Joint Legislative Administrative Procedure Oversight Committee of the General Assembly, as requested by Rep. Sarah Stevens, the committee co-chairperson. Mr. Nichols discussed the committee and some of the benefits of the board’s invitation to make a presentation. Among other items, the committee asked the board to share any recommendations for legislative changes. Mr. Seavers conveyed that there had been discussion with one of the electrologist board members about whether the residency requirement for electrologists should be repealed, and he asked for approval to present this recommendation to the legislative committee. Dr. Burkhart made a motion to approve the recommendation, and Ms. Wingate seconded. The motion passed, 8–0.

Board member	Yes	No	Abstain	Not present
Sherod Holloway	X			
Don Beal	X			
Craig N. Burkhart	X			
William K. Graham	X			
Stacy M. Miller	X			
Kristina Proctor				X
Michael T. Swinney	X			

David L. Williams	X			
Margaret Wingate	X			
Total	8	0	0	1

Mr. Seavers briefly reported on the upcoming process mandated by law for the readoption of rules.

CLOSED SESSION

Mr. Holloway made a motion to go into closed session under G.S. § 143–318.11. Mr. Beal seconded the motion, which passed, 8–0.

Board member	Yes	No	Abstain	Not present
Sherod Holloway	X			
Don Beal	X			
Craig N. Burkhart	X			
William K. Graham	X			
Stacy M. Miller	X			
Kristina Proctor				X
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
Total	8	0	0	1

The board entered closed session at 9:32 a.m. The board emerged from closed session at 10:13 a.m.

OPEN SESSION

The board made the following determinations:

- Bryan Gale would be offered a consent order with standard terms and conditions, including five years of probation.
- Chico Talbert would be offered a consent order with standard terms and conditions, including five years of probation.

Mr. Williams made a motion to adopt the previous determinations, and Mr. Graham seconded. The motion passed, 7–0 (Mr. Beal was not present for this portion of the meeting).

Board member	Yes	No	Abstain	Not present
Sherod Holloway	X			
Don Beal				X
Craig N. Burkhart	X			
William K. Graham	X			
Stacy M. Miller	X			

Kristina Proctor				X
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate	X			
Total	7	0	0	2

Mr. Williams made a motion to offer Mark Jones a consent order allowing the examination requirements to be waived, though Mr. Jones must take the instructor exam. Mr. Graham seconded the motion, which passed 4–2 (Mr. Beal was not present for this portion of the meeting).

Board member	Yes	No	Abstain	Not present
Sherod Holloway	X		X (recused)	
Don Beal				X
Craig N. Burkhart		X		
William K. Graham	X			
Stacy M. Miller	X			
Kristina Proctor				X
Michael T. Swinney	X			
David L. Williams	X			
Margaret Wingate		X		
Total	4	2	1	2

Mr. Holloway adjourned the meeting at 10:18 a.m.

Minutes approved on _____

 Sherod Holloway
 Board Chairperson

RECUSAL FORM
(To be attached to the Minutes of this Board Meeting)

In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest, and appearances of conflict. See N.C.Gen.Stat. § 138A-36(b).

This is to inform the Board that I have determined that I have a conflict related to the following agenda item(s): February 20, 2024 meeting agenda item 4, Mark Jones administrative hearing.

My reason for a conflict is: Mark Jones works in a barber shop that I manage.

I hereby recuse myself from such matter(s) and will not engage in discussions or participate in the deliberation or voting on such matter(s). I request that this recusal be attached to the minutes of this Board meeting.



Signature of Board Member

February 20, 2024

Date of Meeting



NORTH CAROLINA BOARD OF BARBER AND ELECTROLYSIS EXAMINERS

Memo

TO: Board members and anticipated board appointees

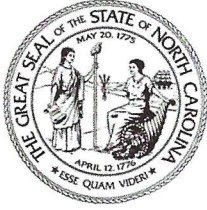
FROM: Dennis Seavers

DATE: February 12, 2024

SUBJECT: Request for approval of CEUs

The board has received a request for approval of continuing-education courses from the Southeastern School of Laser and Electrology, Inc. ("Southeastern"). The board will consider this request at the June 20, 2023 meeting. The Southeastern submission is attached to this memo.

The board has a committee to consider CEU submissions and make recommendations to the board. The committee members considered the request and unanimously recommended that the board approve the CEUs.



North Carolina Board of Barber and Electrolysis Examiners
REQUEST FOR APPROVAL OF CEU COURSE OR PROGRAM
7001 Mail Service Center, Raleigh, North Carolina 27699-7000
Phone (919) 814-0640 • Fax (919) 981-5068
bbee.nc.gov • electrolysis@nc.gov

SPONSORING ENTITY INFORMATION

Sponsoring entity name: Southeastern School of Laser
Electrology Inc.
Address: 1795 Alysheba Way
Address: Suite 1104
City: Lexington State: KY ZIP: 40509
Phone (optional): 859-806-0247 Fax (optional): 859-276-1288 (call before)
Email (optional): laserelec3@gmail.com
Contact person: Christopher S. Chaffins

ATTACHMENTS

Please attach to this form documentation that shows the following:

- Title of the course or program
- Whether the course or program is for electrology or laser hair practice
- Course or program dates
- Course objective(s)
- Outline of the course's content. *Tip: please provide plenty of information about the content to avoid the delay of follow-up requests for information or clarification.*
- Hours of study for each course topic
- Name, education, and background of each instructor
- Manner of content delivery

We recommend providing the following information for our website (<https://www.bbee.nc.gov/electrologists/continuing-education>). However, this information isn't required.

- Cost

CONTINUED ON THE NEXT PAGE

- Website address where information about the course will be listed
- Website address for your organization
- Whether we can list your email, phone, and address online

Please respond below:

I understand that I must certify to the board the names of all electrologists licensed in North Carolina who attend the program or course and provide their actual hours of attendance.

Yes No

Name and title:

Christopher S. Chaffins, CEO/Professor

Signature:

Chris Chaffins

**Southeastern School of
Laser & Electrology
COURSE SYLLABUS
For
Medical Cosmetic Ethics For Laser and/or
Electrology Hair Removal Professionals
10 CEU's Course**

ME-101-SE

Course Syllabus

Southeastern School of Laser & Electrology

1795 Alysheba Way, Ste. 1104

Lexington, KY 40509

Email: laserelec3@gmail.com

Phone: 859-806-0247

Fax: 859-276-1288

Web: sselaser.org

Class Description

The Medical Cosmetic Ethics class was developed by the Southeastern School of Laser & Electrology and the Lumiere Skin Care Clinic Inc. The 10-hour class addresses issues surrounding medical/cosmetic practitioners in the fields of electrology and laser hair removal. This class will teach students the key components of 1. Medical Cosmetic Ethics in Relation to State Standards/Laws 2. The Importance of Maintaining All Credentials and Licensing 3. Processes/Protocols Involved to Follow Best Clinic Practices in Relation to Medical Cosmetic Ethics 4. Communication Within Internal Affairs and Governing Boards 5. Scenarios of the dos and don'ts When Owning a Practice vs. Working for Someone Else. 6. Tortious Interference of Economic Advantage Laws with respect to the Commerce Act in relation to Medical Cosmetic Politics and Protocols. This course provides the student with 10 clock hours of medical cosmetic ethics training in relation to electrology and laser hair removal according to your state's laws and statutes. The class is available both in the classroom/clinic as well as virtually. The cost of this course is \$25/1 CEU.

Class Goals/Objectives

Your goals and objectives in studying **Medical Cosmetic Ethics** include:

- Each student will demonstrate a general understanding of ethical questions posed by maintaining and improving his/her practice and/or their employer's practice.
- Each student will practice as well as develop a protocol plan in maintaining his/her credentials/licensing and discuss what issues might occur if these credentials are not maintained.
- Each student will demonstrate how familiar he/she is with the different types of business law by State which govern the practice of electrology and laser hair removal.

- Each student will understand how new technological advances in the fields of electrology and laser hair removal can affect medical ethics in relation to protocols/procedures.
- Each student will review case studies used to examine issues related to medical ethics as well as participate in different scenarios.
- Each student will know how to check and maintain his/her medical/cosmetic license according to their State of practice as well as identify tortious interference acts and how to proceed with legal counsel to prevent further loss of income currently and future projections of lost wages/earnings.

Attendance Policy

All students are expected to show up for class in a timely manner. Here at the Southeastern School of Laser & Electrology participation and attendance are keys to success. This allows students to obtain his/her maximum learning potential from the class content. Attendance for the class is mandatory unless you have signed up for the online version, which must be completed no less than 30 days. If you know that attending class is not an option due to a medical emergency, accident, funeral, or etc..... please bring a sick note so that your absence is excused and make up the missed day. If you fail to make up the missed 10 hours you will **not** receive credit/hours until that/those day/s are/is made up. Being late 60 minutes or more will count as an absence unless you have a written excuse from a doctor. If a student is not present, that day must be made up. Certificates will not be issued until final payment/s are/is made and total hours are completed.

Assignments Policy

Assignments will be completed in class and there is a round table discussion on medical cosmetic ethics in which students must participate both in the physical classroom as well as in the online version. The assignments in the class are built around associated curriculum for medical cosmetic ethics in relation to the practice of electrology and laser hair removal. Take the time to familiarize yourself with this course syllabus and the objectives associated with the class.

Examinations

The medical cosmetic ethics exam requires you to take a timed 2-hour multiple choice exam prior to completing the class. You may take the examination only during the designated class day or after the completion of the online assignments. In preparation, you must study all related material that was shown in class as well as discussed.

Grading

To receive your certificate, you must participate in class either physically or online and earn a letter grade of B or higher on the exam.

How the exam is broken down:

Practice Law in Relation to Medical Cosmetic Ethics	15 percent
Improving Standards of Practice & Reporting	5 percent
Medical Cosmetic Ethics in Electrology/Laser Hair Removal Practices	20 percent
Licensing and Credentials	60 percent

Written Assignments

Grades are as Followed:

A = 93–100 C+ = 78–79
A– = 90–92 C = 73–77
B+ = 88–89 C– = 70–72
B = 83–87 D = 60–69
B– = 80–82 F = Below 60

Itinerary

10 am-12 pm	Presentation over medical ethics in electrology/laser hair removal.
12pm-1pm	Processes/protocols for keeping and maintaining a license.
1pm-3pm	Round table discussions on best medical ethics practices and case studies acted out in multiple scenarios including tortious interference and the commerce act.
3pm-4pm	Discussion of laws, statutes and regulations in various States.
4pm-6pm	Exam review
6pm-8pm	Medical CosmeticEthics Exam (50 questions)

Students choosing the online version realize the class must be completed within 30 days but can work at his/her own pace within those 30 days.

Student Conduct

In order to have the highest quality of education students must have a positive attitude and be willing/prepared to learn. No behavior that will disrupt class will be tolerated. This includes abusive language towards students and instructors, lying to other students and cheating during exams/assignments. All beepers and cell phones are to be turned off unless you are using those devices to access the virtual world for an assignment with permission from our Professor. It is also important to remember that the facilitated area is non-smoking. Also dress appropriately for class and professionally when asked to do tasks in our clinic, this projects a positive image and teaches you how to be professional. We do permit medications so long as you have a written prescription from your doctor and/or professional health care provider.

Southeastern School of Laser & Electrology Inc.
1795 Alysheba Way Suite 1104
Lexington, KY 40509
Web Page: sselaser.org
Email: laserelec3@gmail.com
Phone: 859 806 0247
License #: KY-R-0040
Continuing Education Class and Credentials

Title of the course or program: Medical Cosmetic Ethics

- This course is for both electrology and laser hair removal professionals.
- This course is available Monday-Saturday 10 am-8 pm as well as online 365 days out of the year.

- Course objective(s):
 - Each student will demonstrate a general understanding of ethical questions posed by maintaining and improving his/her practice and/or their employer's practice.
 - Each student will practice as well as develop a protocol plan in maintaining his/her credentials/licensing and discuss what issues might occur if these credentials are not maintained.
 - Each student will demonstrate how familiar he/she is with the different types of business law by State which govern the practice of electrology and laser hair removal.
 - Each student will understand how new technological advances in the fields of electrology and laser hair removal can affect medical ethics in relation to protocols/procedures.
 - Each student will review case studies used to examine issues related to medical cosmetic ethics as well as participate in different role playing scenarios.
 - Each student will know how to check and maintain his/her medical/cosmetic license according to their State of practice as well as identify tortious interference acts and how to proceed with legal counsel to prevent further loss of income currently and future projections of lost wages/earnings.

- Outline of the course's content.
 - 10 am-12 pm Presentation over medical ethics in electrology/laser hair removal.
 - 12pm-1pm Processes/protocols for keeping and maintaining a license.
 - 1pm-3pm Round table discussions on best medical cosmetic ethics

- practices and case studies acted out in multiple scenarios including tortious interference in relation to the commerce act.
 - 3pm-4pm Discussion of laws, statutes and regulations in various States.
 - 4pm-6pm Exam review and Power Point Jeopardy Game
 - 6pm-8pm Medical Cosmetic Ethics Exam (50 questions)
- Students choosing the online version realize the class must be completed within 30 days but can work at his/her own pace within those 30 days.

 - **Hours of study for each course topic:** Please refer to the outline mentioned therein.

- **Name, education, and background of each instructor**

Instructors:

Louise Chaffins: Instructor, President, CE, CLHRP, CT

Mrs. Louise Chaffins graduated from the Henderson School of Electrology and has been practicing electrology for over forty years. She has been performing laser hair removal for over twenty years. She holds a national certification from the Allied Health Association. Being a spokeswoman for the company "Clareblend" has allowed extensive travel throughout the country to continue her education in the most up-to-date technologies while at the same time inventing new and improved standards of technology in the field. She is the first person to have a licensed/accredited school of electrology and laser in the Southeastern United States. She served on the Ohio State Medical Board as well and was the first in America to introduce a standardized laser curriculum with national quality standards which was developed by one of her faculty members. She has been approved by this board to teach electrolysis and laser as well as the North Carolina Electrolysis Board, Tennessee Electrolysis Examiners Board, and the Kansas Board of Cosmetology.

Christopher S Chaffins (CEO): CLHRP, MA SCI, MA EDU, CE, CMA, DHTR

Prof. Christopher Chaffins has a Master's Degree in Science/Technology, Medical Assistant Degree, Master's Degree in Education and developed the first Doctoral Curriculum for Medical Hair/Tattoo Removal and after completed a 3 year fellowship with Dr. Gary Palmer in Cincinnati, OH as well as developing America's first standardized medical laser core content curriculum with sub-domain categories (copyrighted). He is a Rank I Educator/Professor and a member for the American Society for Medical Laser and Surgery. He has over twenty years of teaching experience and was the first person to introduce a formalized robotics curriculum to the Scott County Ninth Grade School located in Georgetown, KY. He also taught as a Professor at Medtech College and one of his former students placed runner up in the National Science Fair which was held in Washington D.C. Christopher Chaffins believes the artistic freedom of the student should be implemented into his/her business so that clients/patients are able to identify with them to continually improve quality for positive results. His instruction is high energy and engaging! Additionally, he invented the medication "Kravinol" to fight the opioid crisis and holds the rights to Kravinol pharmaceuticals Inc. located in Lexington, KY. Being a representative and partner of "Dectro International" has provided him extra knowledge in being able to work on devices while gaining extra certifications which has taken him to both Montreal, Canada and Quebec City, Canada.

Allison P. Chaffins: CE, CLHRP, CNA

Ms. Allison Chaffins has been performing electrology and laser hair removal procedures for over twenty years. Her instruction on the "Personality of Success" is second to none. During her instruction, she teaches students the art of interacting with clients and how to grow your clientele through a simple system of cause and effect while implementing referrals. She is an expert in the art of performing all procedures in the clinic as well as walking each student through these processes in detail to ensure all concepts are grasped. She most recently finished her CNA curricula and looks forward to passing those lessons on to future students.

■ **Manner of content delivery:**

The content of this material is delivered by differentiated instruction using power point presentations, hand-outs, role playing scenarios and general lecture. Power point work sheets are also used that directly relate to the material on the exam and students are free to ask questions through the delivery of differentiated instruction. This material is also available online to qualifying States but must be completed within 30 days. Students physically present in the school/clinic can complete the 10 hours of CEU's within 1 full business day. The cost of this program is \$25/1 CEU.

Seavers, Dennis

From: Seavers, Dennis
Sent: Tuesday, February 6, 2024 11:44 AM

Subject: RE: [External] Re: Request for continuing education approval

Hello,

Based on the feedback you provided, the CEU provided offered the following additional information.

- There is a two-hours roundtable discussion. Will this be a panel setting, with only the instructors on the panel, or will it be a roundtable for attendees to discuss (ask) whatever they'd like? How will this be moderated? **This will be moderated by instructors. There are two parts, this first is instructors acting out scenarios that displays unethical behavior and afterwards we ask the students what unethical components/displays of behaviors they noticed. The next part is the students freely asking questions about the scenarios and methods/ways it could have been avoided using best practices.** the medical cosmetic ethics practices and case studies only related to electrology and not other fields, such as esthetics? **This class was specifically designed for electrologists and laser hair removal professionals.** Will there be some kind of handout or study guide for attendees? **We use power point presentations in class and there is a work sheet which corresponds to the material we are presenting. Students must follow along and answer the questions on the power point work sheet as it directly relates to their test of knowledge/skills.**
- There is a two-hour presentation on medical ethics. What are the topics that will be discussed during this period? **1. Medical Cosmetic Ethics in Relation to State Standards/Laws 2. The Importance of Maintaining All Credentials and Licensing 3. Processes/Protocols Involved to Follow Best Clinic Practices in Relation to Medical Cosmetic Ethics 4. Communication Within Internal Affairs and Governing Boards 5. Scenarios of the dos and don'ts when Owning a Practice vs. Working for Someone Else. 6. Tortious Interference of Economic Advantage Laws with respect to the Commerce Act in relation to Medical Cosmetic Politics and Protocols.**
- There are various references to laws, statutes, and regulations (see for example the 3-4 PM discussion). For NC licensees, will this be a discussion about NC laws specifically, or is this a broad look at various states' regulations? **We teach students from all over the Country as well as from other Countries. For the student, we focus on the laws, statutes and regulations for the State they will be practicing in. For example, with Tennessee students, we focus and Tennessee laws/statutes/regulations. For North Dakota students we focus on that State's laws/statutes/regulations. We have had students come to CEU classes who were moving to another State, in these cases we focus on the State's laws/statutes/regulations that they are moving to while refreshing them in the laws/statutes/regulations of the State they are leaving.**

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Hope this answers all your questions and please let us know if you have any more.