

**Agency Purpose**

The Board of Barber and Cosmetologist Examiner (Board) was established under M.S. 154 in 2004 by merging the Board of Barbers and the Cosmetology Division from the Department of Commerce. The Board of Barber and Cosmetologist Examiners, a licensing agency, is responsible for licensing and regulating individual, establishment, and school licenses for a variety of cosmetology and barbering related fields.

The mission of the Board is to promote the public's health and safety by ensuring that barbers and cosmetologists meet the minimum requirements establishment by the legislature and the Board.

**Core Functions**

The Board accomplishes its mission by:

- ◆ setting and administering educational requirements and examination standards;
- ◆ reviewing applications in a timely and thorough manner
- ◆ setting standards of practice and conduct;
- ◆ conducting annual inspections of shops and schools to ensure compliance with statues and rules;
- ◆ responding to inquiries, complaints, and reports, regarding licensure and conduct of applicants, licensees and unlicensed practitioners; and
- ◆ providing information and education to the public and other interested parties.

**Operations**

The Board serves barber and cosmetology customers by licensing only those individuals, establishments, and schools that meet established educational, examination, and other requirements. The board also investigates complaints regarding barber and cosmetologist care, and when necessary, initiates corrective or disciplinary action. The board verifies applicants' credentials and verifies license status and inspection scores to interested parties.

**Key Goals**

The Board's strategic goals are:

- ◆ To improve operational efficiency by streamlining processes and procedures to better serve our customers.
- ◆ To foster a sense of partnership by demonstrating respect and support for our licensees.
- ◆ To maintain, promote, and improve the complaint process to ensure that those that violate law or rules are held accountable.

**Key Measures**

- ◆ Public protection – the Board's website allows the public to verify license status and inspection scores, and also provides complaint forms and information on the complaint process.
- ◆ Online services – All information that can be provided over the phone is available on our website, including general updates, meeting minutes, newsletters, applications & forms, questions & answers, and beginning in October of 2008, online renewals.
- ◆ Public information – In addition to the website, the Board provides information through public outreach, newsletters, field inspectors, and agency staff taking questions via phone, in-person, and email.
- ◆ Investigations – The Board investigates approximately 100 complaints alleging misconduct of rule or law each year. Complaints can involve both licensed and non-licensed shops and individuals. The board's complaint committee determines whether it has jurisdiction, and investigates accordingly.

**At A Glance**

**Minnesota Board of Barber and Cosmetologist Examiners Statistics**  
(As of June 30<sup>th</sup>, 2008)

Total Licensees:	38,587
Barber Related Licensees:	3,384
◆ 886 Shops	
◆ 2,498 Individual	
Cosmetology Related Licensees:	35,203
◆ 5,995 Salons	
◆ 29,208 Individual	
Total Complaints:	102
Number of Inspections per year:	5,200

**Increase of Licensees Since July 1,2006**

Barber Related Licensees:	361	10.67%
Cosmetology Related:	8,216	23.34%
Total Increase:	8,577	22.23%

**Budget**

The board receives a direct appropriation from the general fund for all its expenses. All revenues are deposited as non-dedicated receipts in the general fund. The legislature sets all fee amounts in statute. Expenditures for FY 2008-09 are approximate \$1.5 million, which includes 10.5 full-time equivalent employees. Revenues over the same period are budgeted at \$3.0 million.

**Contact**

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The website at [www.bceboard.state.mn.us](http://www.bceboard.state.mn.us) gives visitors easy access to useful information regarding the Board of Barber and Cosmetologist Examiners. Types of information available through the website include: regulatory news and updates, applications, online verification, rules and statutes, public notices, newsletters, and overall general information.

Gina Stauss, Executive Secretary  
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<i>Dollars in Thousands</i>					
	Current		Forecast Base		Biennium 2010-11
	FY2008	FY2009	FY2010	FY2011	
<b><u>Direct Appropriations by Fund</u></b>					
<b>General</b>					
Current Appropriation	829	749	749	749	1,498
<b>Forecast Base</b>	<b>829</b>	<b>749</b>	<b>749</b>	<b>749</b>	<b>1,498</b>
Change		0	0	0	0
% Biennial Change from 2008-09					-5.1%
 <b><u>Expenditures by Fund</u></b>					
<b>Direct Appropriations</b>					
General	714	864	749	749	1,498
<b>Total</b>	<b>714</b>	<b>864</b>	<b>749</b>	<b>749</b>	<b>1,498</b>
 <b><u>Expenditures by Category</u></b>					
Total Compensation	547	590	511	511	1,022
Other Operating Expenses	167	274	238	238	476
<b>Total</b>	<b>714</b>	<b>864</b>	<b>749</b>	<b>749</b>	<b>1,498</b>
 <b><u>Expenditures by Program</u></b>					
Barbers	714	864	749	749	1,498
<b>Total</b>	<b>714</b>	<b>864</b>	<b>749</b>	<b>749</b>	<b>1,498</b>
<b>Full-Time Equivalents (FTE)</b>	<b>10.6</b>	<b>10.2</b>	<b>8.5</b>	<b>8.2</b>	

**BARBER/COSMETOLOGIST EXAM BD**

Agency Revenue Summary

*Dollars in Thousands*

	Actual FY2008	Budgeted FY2009	Current Law		Biennium 2010-11
			FY2010	FY2011	
<b><i>Non Dedicated Revenue:</i></b>					
<b>Departmental Earnings:</b>					
General	1,435	1,562	1,584	1,644	3,228
<b>Total Non-Dedicated Receipts</b>	<b>1,435</b>	<b>1,562</b>	<b>1,584</b>	<b>1,644</b>	<b>3,228</b>
<b><i>Dedicated Receipts:</i></b>					
<b>Total Dedicated Receipts</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Agency Total Revenue</b>					
	<b>1,435</b>	<b>1,562</b>	<b>1,584</b>	<b>1,644</b>	<b>3,228</b>