

**DEPARTMENT OF STATE  
DIVISION OF LICENSING SERVICES  
Rossana Rosado  
Secretary of State**

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**NEW YORK STATE APPEARANCE ENHANCEMENT ADVISORY COMMITTEE**

September 13, 2021 @ 10:30 a.m.  
99 Washington Avenue, 5<sup>th</sup> Floor, Room 505, Albany, NY  
123 William Street, 2<sup>nd</sup> Floor, Room 231, New York, NY

Board Members Attending

Shirley Cheng  
Anthony Fiore  
Erin Hundley  
Leeanne Shade

Excused

Michelle D'Allaird Brenner

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**AGENDA**

- I. Introduction, Roll Call – Amy Penzabene**
  - A. Welcome New Board Members
  - B. Role and Responsibilities of the Appearance Enhancement Advisory Committee
  
- II. Department/Subcommittee Reports**
  - A. Enforcement Update – Ernest Delaney
  - B. Processing Report – Emily Lupe
  - C. Examination Administration Report – Shannon Maguire
  
- III. New Business**
  - A. Executive Order Update – David Mossberg
  - B. DOS Website Update – Amy Penzabene
  - C. Next Meeting Date (*Monday, October 25 @ 10:30 a.m.*) - Denise Tidings
  
- IV. Adjournment**