



Guam Board of Barbering and Cosmetology

Department of Public Health & Social Services
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REGULAR SESSION AGENDA

Monday, August 20, 2018, 9:00 a.m.

Health Professional Licensing Office Conference Room

Terlaje Professional Building, Suite 209

194 Hernan Cortez Ave., Hagatna, GU 96910

Members Present: Jenneth Quiambao, Chairperson; Marcy Tiong, Vice Chairperson; Andrew Hernandez, Secretary

Members Absent: Juannet Torres, Treasurer

Others Present: Heather Narcis, HPLO Board Secretary; Francine Taman, Applicant; Elisa Afa, Applicant; Tomoko Takahashi, Arluis Wedding

I. CALL TO ORDER

Chairperson Jenneth Quiambao called the meeting to order as a Regular Session Meeting at 9:24 a.m. Quorum established.

II. PROOF OF PUBLICATION

Secretary Andrew Hernandez motioned to approve meeting advertisements published on August 13, 2018 and August 16, 2018. Vice Chairperson Marcy Tiong seconded the motion. All in favor; motion carried.

III. REVIEW AND APPROVAL OF AGENDA

Secretary Hernandez motioned to entertain those in the audience first before all other business. Vice Chair Tiong seconded the motion. All in favor; motion carried.

Board Members addressed Ms. Francine Taman's Application for Examination, Ms. Elisa Afa's Application to Sponsor Continuing Education, and Ms. Tomoko Takahashi on behalf of Sayaka Ishihara's Application for Special Japanese License.

IV. REVIEW AND APPROVAL OF MINUTES

July 16, 2018

- Secretary Hernandez motioned to table the July 16, 2018 minutes until next scheduled meeting. Vice Chair Tiong seconded the motion. All in favor; motion carried.

V. OLD BUSINESS

A. Rules and Regulations

- Chair Quiambao asked what the status is on the Fee Schedule. Ms. Narcis reminded members that the Economic Impact Statement needs to be drafted.
- Secretary Hernandez motioned to have a working session immediately after the September 10, 2018 Regular Session Meeting. Vice Chair Tiong seconded the motion. All in favor; motion carried.

B. Application for Registration as a Sponsor of Continuing Education

- *Elisa Afa*

- Ms. Afa spoke with Board Members regarding what other documents she needs to submit to do Continuing Education.
- Members informed Ms. Afa that the company, OPI, must be the one to apply for Registration as a Sponsor of Continuing Education.
- Ms. Afa was informed that in order to teach courses in a school, she must be a licensed Instructor. In order to get an Instructor's license, she must complete 600 hours of Instructor training and pass the NIC Instructor Examination.
- Ms. Afa informed members that she had completed 400 hours in San Francisco.
- Members advised Ms. Afa to get a transcript/verification from the school that she completed her hours with. If the 400 hours is verified and accepted, Ms. Afa will need to complete the remaining 200 hours in order to apply for the Instructor Examination.
- Members instructed Ms. Narcis to send a letter to Ms. Afa to remind her of the requirements to become an Instructor in order to teach in a facility.

VI. NEW BUSINESS

A. Request for Apprentice License Examination

1. Mahlum, Chasty

- Vice Chair Tiong motioned to grant Mr. Mahlum a six (6) month extension, to expire on February 2019, in order to take the examination in October. Secretary Hernandez seconded the motion. All in favor; motion carried.

B. Request to change examination type

1. Dickerson, Brandilynicole – change from Cosmetologist to Esthetician

- Members noted that Ms. Dickerson is lacking 220 hours to complete the required 600 program hours for Esthetician's. Ms. Dickerson only has 380 hours for Facial, Makeup, and Application of Eyelash. If the school can provide a breakdown of the Sanitation/Client Protection and indicate how much of the 700 hours is directly related to Esthetics, then the board may reconsider.
- Vice Chair Tiong motioned to disapprove Brandilynicole Dickerson to change examination types as the required 600 hours for Esthetician was not met. Secretary Hernandez seconded. All in favor; motion carried.

C. New – Special Japanese License

1. Ishihara, Sayaka

- Board Members addressed Ms. Tomoko Takahashi regarding Application for Special Japanese License Examination for Sayaka Ishihara.
- Vice Chair Tiong motioned to approve Sayaka Ishihara to sit for the Special Japanese License Examination. Secretary Hernandez seconded the motion. All in favor; motion carried.
- Vice Chair Tiong will inform Ms. Narcis when the next schedule will be for the examination. Once informed, Ms. Narcis will contact Ms. Takahashi to confirm schedule

D. New – Application for Apprentice License and Reciprocity

1. Borja, Christine Anne C – Cosmetologist
 - Secretary Hernandez motioned to approve Christine Anne C. Borja for Apprentice License and Examination. Vice Chair Tiong seconded the motion. All in favor; motion carried.
2. De Guzman, Michele D – Cosmetologist
 - Secretary Hernandez motioned to approve Michele D. Guzman for Apprentice License and Examination. Vice Chair Tiong seconded the motion. All in favor; motion carried.
3. Hill, Aundrea Christine – Esthetician
 - Secretary Hernandez motioned to approve Aundrea Christine Hill for Examination. Vice Chair Tiong seconded the motion. All in favor; motion carried.
4. Mulhern, Roberta – Esthetician
 - Secretary Hernandez motioned to approve Roberta Mulhern for Examination. Vice Chair Tiong seconded the motion. All in favor; motion carried.
5. Nguyen, Anh Pham Hoang – Manicurist
 - Secretary Hernandez motioned to approve Anh Pham Hoang Nguyen for Apprentice License and Examination. Vice Chair Tiong seconded the motion. All in favor; motion carried.
6. Taman, Francine – Instructor
 - Ms. Taman has completed her required six hundred (600) hours of Instructor training in California. Vice Chair Tiong motioned to approve Ms. Taman to sit for the Instructor Examination in October. Secretary Hernandez seconded the motion. All in favor; motion carried
7. Tran, Linh Xuan – Manicurist
 - Secretary Hernandez motioned to approve Linh Xuan Tran for Apprentice License and Examination. Vice Chair Tiong seconded the motion. All in favor; motion carried.
8. Tran, Luu Thi – Manicurist
 - Vice Chair Tiong motioned to table application pending receipt of Texas police clearance and verification that the school attended is a licensed school in Texas. Secretary Hernandez seconded the motion. All in favor; motion carried.
9. Truong, Michael Van – Manicurist
 - Mr. Truong's school verification states he attended school from December 2017 to April 2018. Board Members found that his Guam license was renewed in February of 2018.
 - Ms. Narcis was instructed to verify credibility of the school and if they hold a license in Texas, as well as verifying if Mr. Truong was a student from the dates indicated on school verification.
 - Vice Chair Tiong motioned to table application pending receipt of Texas police clearance and verification that the school attended is a licensed school in Texas. Secretary Hernandez seconded the motion. All in favor; motion carried.

E. New – Establishment Application

1. One Pacific Spa dba Lavender Spa by L'Occitane

- Company is applying with the name of Establishment as stated above. Business License states "doing business as One Pacific Spa".
- Ms. Narcis was instructed to confirm with owner what the name of the spa will be. If they will be doing business as Lavender Spa, they will need to change their business license before receiving the Establishment License. If keeping as current business license states, the name of Establishment at the location (Westin Resort Guam) will need to follow the business license.
- Vice Chair Tiong motioned to Conditionally Approve One Pacific Spa pending confirmation from owner on the business name. Secretary Hernandez seconded the motion. All in favor; motion carried.

VII. OTHER

- **NIC Annual Conference**
 - The Annual Conference will be held on the first week of November. Vice Chair Tiong and Treasurer Juannet Torres will attend the conference this year.
 - Vice Chair requested to attend the Executive Director's Meeting as well, which will be held 2 days prior to Conference date.
 - Vice Chair Tiong will make hotel reservations. Ms. Narcis will make travel arrangements with DOA.
- **Jadeen Borja – Providing and Advertising Home Service**
 - Ms. Borja has been advertising Manicure services from home with no establishment license.
 - Secretary Hernandez motioned to have Ms. Narcis send a letter to Ms. Borja to cease home services immediately. The letter will state the law regarding no services outside of an establishment, to include requirements to open an establishment. Vice Chair Tiong seconded the motion. All in favor; motion carried.

VIII. ANNOUNCEMENT

The next regular session meeting is scheduled for Monday, September 10, 2018 at 9:00 a.m., HPLO Conference Room

IX. ADJOURNMENT

- Secretary Hernandez motioned to adjourn the meeting at 11:20 a.m. Vice Chair Tiong seconded the motion. All in favor; motion carried. Meeting adjourned.