

GUAM BOARD OF BARBERING AND COSMETOLOGY

*Regular Session Minutes
Monday, January 8, 2018
Terlaje Professional Bldg., Hagåtña
HPLO Conference Room, Ste. 209*

MEMBERS PRESENT: Jenneth Quiambao, Chairperson; Marcy Tiong, Vice Chairperson; Andrew Hernandez, Secretary; Juannet Torres, Treasurer

MEMBERS ABSENT:

OTHERS: Heather Narcis, HPLO

TOPIC	DISCUSSION	ACTION
Call to Order	Chair called the meeting to order at 9:15 a.m. as a Reconvened Regular Session Meeting.	<i>Quorum Established</i>
Review and Approval of Agenda	Mrs. Torres motioned to approve the agenda as written. Mr. Hernandez seconded. All in favor; motion carried	<i>Agenda approved as written.</i>
Review and Approval of Minutes	<p>A. December 18, 2017</p> <ul style="list-style-type: none"> - Mr. Hernandez motioned to approve minutes as written. Mrs. Torres seconded. All in favor; motion carried 	<i>Minutes approved.</i>
Old Business	<p>A. Rules and Regulations</p> <ul style="list-style-type: none"> - The Rules and Regulations committee has not had time to meet to discuss. - Mrs. Quiambao asked if the members would like to schedule working sessions to meet, at least once a month before the next scheduled examinations. - Mrs. Torres requested for Ms. Narcis to sit in on working sessions to assist with typing out changes on electronic file. - Discussion regarding Department of Public Health's Division of Environmental Health (DEH) employee assisting with Rules and Regulations. - Ms. Narcis designated to contact DEH to find out who is now working on the program's rules and regulations for cosmetology. - If DEH is doing the rules and regulations for all of cosmetology, members would like to meet with DEH representative to review rules and regulations and to give more information/insight from the cosmetologist point of view. <p>B. Online Testing</p> <ul style="list-style-type: none"> - Ms. Narcis informed the board that HPLO was working with AAG Weinberg to work on a Sole Source Procurement with SMT. However, AAG Weinberg wanted to know why only SMT and no other companies. - Ms. Narcis and Mrs. Josephine Quichocho contacted NIC to find out who all vendors for testing are and there are three different testing vendors. Ms. Narcis and 	<p><i>A. Tabled.</i></p> <p><i>B. Kreem X Butter is approved for Establishment license.</i></p>

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	<p>Mrs. Quichocho contact these vendors and only SMT and PSI gave feedback.</p> <ul style="list-style-type: none"> - PSI had contact GCC to be a testing center for PSI. GCC then contacted HPLO, Ms. Narcis, to find out how many candidates are tested a year, how many computers needed, etc. - HPLO is still working on a way to get online testing started without going through the entire GSA bid/procurement process. - Ms. Narcis asked for clarification if a proctor is needed for written/theory examinations. Mrs. Tiong confirmed that proctors will need to login an access code to start examination. - Online testing still not confirmed or completed. Will need to continue with paper written/theory examinations until online testing is available. 	
<p>New Business</p>	<p>A. Complaint GBBC CO-18-01</p> <ul style="list-style-type: none"> - Board reviewed complaint from customer. - Upon review of complaint, members concluded that the complainant will need to get the employee’s full name and license number so that Ms. Narcis can verify if the stylist is an apprentice or fully licensed. If an apprentice, or any health & safety issues were violated, then the board may take action. - If the complainant is only requesting for a full refund, the board is unable to assist. Complainant will need to seek legal counsel. - Mrs. Torres moved to dismiss the complaint and have Ms. Narcis issue a letter explaining that the board has reviewed the complaint, but is unable to take action as it appears to be more of a legal issue. Mr. Hernandez seconded. All in favor; motion carried. <p>B. New – Application for Reciprocity</p> <ol style="list-style-type: none"> 1. Tran, Huy Q - Manicurist <ul style="list-style-type: none"> - Mrs. Tiong moved to disapproved for Reciprocity license due to state license was just issued in October 2017. Mr. Hernandez seconded. All in favor; motion carried. <p>C. New – Application for Apprentice License</p> <ol style="list-style-type: none"> 1. Bosque, Phuong – Manicurist <ul style="list-style-type: none"> - Mr. Hernandez moved to conditionally approve Bosque, Phuong for Apprentice License pending new Agreement to Supervise. Mrs. Tiong approved. All in favor; motion carried. 2. Dela Cruz, Amor G – Cosmetologist <ul style="list-style-type: none"> - Mr. Hernandez moved to approve Dela Cruz, Amor G for Apprentice License. Mrs. Torres approved. All in favor; motion carried. 	<p><i>A. Ms. Narcis will inform complainant that the board is unable to assist with receiving full refund and complainant is advised to seek legal counsel.</i></p> <p><i>B. Tran, Huy Q was disapproved for reciprocity license due to state license issued October 2017. Can reapply for reciprocity October 2019.</i></p> <p><i>C. Bosque, Phuong conditionally approved pending new supervisor. Dela Cruz, Amor and Tallada, Tiffany approved for Apprentice License.</i></p>

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	<p>3. Tallada, Tiffany C – Cosmetologist - Mr. Hernandez moved to approve Tallada, Tiffany C for Apprentice License. Mrs. Torres approved. All in favor; motion carried.</p> <p>4. Tran, Huy Q – Manicurist - Mrs. Tiong moved to approve Tran, Huy Q for Apprentice License. Mr. Hernandez approved. All in favor; motion carried.</p> <p>D. New – Application for Examination</p> <p>1. Bosque, Phuong – Manicurist - Mr. Hernandez moved to approve Bosque, Phuong for Apprentice License. Mrs. Tiong approved. All in favor; motion carried.</p> <p>2. Dela Cruz, Amor G – Cosmetologist - Mr. Hernandez moved to approve Bosque, Phuong for Apprentice License. Mrs. Torres approved. All in favor; motion carried.</p> <p>3. Tallada, Tiffany C – Cosmetologist - Mr. Hernandez moved to approve Bosque, Phuong for Apprentice License. Mrs. Torres approved. All in favor; motion carried.</p>	<p><i>D. Bosque, Phuong; Dela Cruz, Amor; and Tallada, Tiffany approved for Examination.</i></p>
<p>Other</p>	<p>A. Examination Dates - Mrs. Torres motioned to approve examination date for April 23 – 25, 2018. Mr. Hernandez seconded. All in favor; motion carried.</p> <p>B. Supervisors and Apprentices - Per discussion, Supervisors cannot supervise an apprentice in more than one shop. - An apprentice can have two (2) supervisors in the event that one (1) cannot be present during working hours. - Home services are not allowed.</p> <p>C. Letters for Refresher Courses and Re-Examinations. - Members reviewed letters drafted by Ms. Narcis regarding candidates needing refresher courses before retaking examinations. - Mrs. Tiong motioned to approve letters and send out. Mr. Hernandez seconded. All in favor; motion carried.</p> <p>D. Letters to Schools of Cosmetology regarding Manicurist Hours - Members reviewed letters drafted by Ms. Narcis to Mariacy Beauty Academy and Guam Community College regarding the new 400 hours for Manicurists. - Mrs. Tiong motioned to approve letters to schools. Mrs. Torres seconded. All in favor; motion carried.</p>	<p><i>A. Next examinations to be held on April 23 – 25, 2018.</i></p> <p><i>B. .</i></p> <p><i>C. Ms. Narcis will send letters to all candidates needing refresher courses.</i></p> <p><i>D. Ms. Narcis will send letters to Mariacy Beauty Academy and Guam Community College regarding new hours for Manicurists.</i></p>

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Announcement	The next Guam Board of Barbering and Cosmetology Regular Session Meeting is scheduled for Monday, February 5, 2018 at 9:00a.m, HPLO Conference Room. - Mr. Hernandez moved to approve the date for next meeting. Mrs. Torres seconded. All in favor; motion carried.	<i>Next Board Meeting date approved.</i>
Adjournment	Mr. Hernandez motioned to adjourn meeting at 10:20 a.m. Mrs. Tiong seconded. All in favor; motion carried.	<i>Meeting adjourned at 10:20 am.</i>

