

GUAM BOARD OF BARBERING & COSMETOLOGY

REGULAR BOARD MEETING

Monday, December 2, 2024 at 9:00 AM (Guam ChST)

Join Zoom Meeting

<https://us06web.zoom.us/j/86418845110?pwd=EDJ9V3KVPJrtTcyRid5FWZk1ulZC2o.1>

Meeting ID: 864 1884 5110

Passcode: 647624

MINUTES

Agenda Item		Discussion/Decision		Responsible party	Reporting time frame	Status
I	CALL TO ORDER	Meeting Chaired by A. Taitano, Chairperson		Chair	0914	Call to Order
	Roll Call	GBBC <u>Present:</u> <input checked="" type="checkbox"/> Marcy Tiong, Vice-Chairperson <input checked="" type="checkbox"/> Raymond Santos, Treasurer <input checked="" type="checkbox"/> Joseph Blas, Secretary <u>Virtually Present:</u> <input checked="" type="checkbox"/> Ashley Taitano-Sablan, Chairperson	Other Attendees: <u>Present:</u> Jennifer Bruan, HPLO <u>Virtually Present:</u> Breanna Sablan, HPLO Reginna A. Sapp, Mariacy Academy Maria Taitano Delisle, Mariacy Academy Jolas De Veas, Mariacy Academy / Kreem x Butter	GBBC	0914	Quorum Established
	Proof of Publication	Guam Daily Post and Public Notice: 11/21/2024 and 11/26/2024			0915	Confirmed
II	APPROVAL OF AGENDA	Motion to approve: M. Tiong; 2 nd : J. Blas		GBBC	0915	Unanimously Approved
III	APPROVAL OF MINUTES	Motion to Table the Minutes from Last Meeting J. Blas; 2 nd : M. Tiong		GBBC	0916	Unanimously Approved
IV	HPLO ADMINISTRATOR'S REPORT	<p>The HPLO administrative report included several updates for the board. B. Sablan noted that a number of applicants have signed up for the online written examinations, and these will be scheduled throughout the week. The team is using this process as a trial to identify any technical difficulties which will be addressed with the vendor. A recent meeting with the vendor provided technical assistance regarding system changes for approving applicants.</p> <p>As for practical examinations, B. Sablan explained that the originally planned December schedule didn't allow for the required 30-day notice to applicants. Therefore, the practical exams will be</p>		HPLO	0916	Noted

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		<p>rescheduled for January. The board members were asked to stay afterward to discuss specific dates to ensure adequate preparation time for applicants.</p> <p>She also reminded the board about the travel request process, reiterating that necessary documentation, including a trip report and PowerPoint presentation, should be submitted within 10 days of a trip if expenses are covered by Guam.</p> <p>Regarding ethics training, B. Sablan mentioned that the FY 2025 calendar has not been finalized yet, but once it is, she will share it with the board.</p> <p>Finally, B. Sablan addressed the waitlist for practical examinations, suggesting that scheduling an additional practical examination session with new examiners in January 2025 would be beneficial. She confirmed with R. Santos regarding his availability for training, with Tuesdays being the preferred day, and expressed relief that R. Santos was doing well after a recent incident. The report concluded with a request for any additional questions.</p>			
V	TREASURER'S REPORT	No Report	B. Sablan	0920	No Report
VI	OLD BUSINESS	<p>A. Rules and Regulations - <i>Ongoing</i></p> <p>The discussion on old business focused on the review of the Rules and Regulations. A. Taitano had previously shared a Google Doc with the board but noted that not all members had been able to access it. M. Tiong confirmed she had not received it, and A. Taitano offered to resend it. The board was asked to review the document, paying particular attention to the schedule of fees to ensure everything discussed in previous work sessions was accurately included.</p> <p>The document is still in the preliminary review stage, with additional input from the administrative side required before it can proceed further. A. Taitano encouraged board members to check the draft and provide feedback, especially on any potential revisions or additions.</p> <p>There was also a discussion about scheduling a subcommittee meeting to review the document together. The board agreed to use their group chat to propose available dates, aiming to meet during the first two weeks of December. A Zoom meeting was suggested as an option to accommodate everyone's schedules. The goal is to finalize the review early in December to avoid conflicts with the holiday</p>	GBBC	0920	Noted

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		season. The members were instructed to share their availability in the group chat for further coordination.			
		B. Complaints 1. GBBC-CO-2024-0002 – Date Received: 04/22/2024. An update was requested regarding the complaint. R. Santos mentioned that he has not had the opportunity to address it yet and has no updates at this time. A. Taitano identified the complaint as potentially involving both licensing and sanitation issues. It was suggested that Santos reach out to the Division of Environmental Health under Public Health for further assistance in gathering more information and addressing the sanitation concerns. R. Santos acknowledged the suggestion and agreed to follow up on it.	R. Santos		In Progress Division of Environmental Health will be Contacted.
		2. GBBC-CO-2024-003 – Date Received: 06/25/2024 The board discussed the complaint which was assigned to J. Blas. J. Blas stated there were no updates on the complaint yet, as he was still reviewing the matter. It was suggested that the complainant be brought in for a meeting to discuss their concerns in person, which could help clarify the basis of the complaint. J. Blas, as a proctor, offered to address any questions the complainant might have regarding their exam performance, particularly since the complainant believed they should have passed. However, it was raised that there could be a conflict of interest for J. Blas to meet with the complainant, given his involvement in the exam process and confidentiality agreements related to exam details. The board agreed that the HPLO office should be involved in reaching out to the complainant and organizing a meeting. J. Blas and R. Santos were asked to coordinate with HPLO to contact the complainant and invite them to provide further statements to aid the investigation. The HPLO office would handle the contract, as they have the complaints' details. No further questions were raised regarding the complaints.	J. Blas		. In Progress, Complainant will be Contacted to Possibly Attend the Next Board Meeting.
		C. Applications for Examination			
		1. Sunhee Lim – Cosmetologist The board discussed the application of Sunhee Lim, noting that no cosmetology hours or supporting documents from a third party had been received to verify the contact hours. The	GBBC		Unanimously Tabled

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		board considered whether to table the matter, and it was suggested that the application be deferred until additional documentation is provided. It was pointed out that Sunhee Lim's police clearance would soon expire, which might further delay the process. <i>Motion to table application: R. Santos; 2nd: J. Blas.</i>			
VII	NEW BUSINESS	A. Application for Examination	GBBC	0932	
		1. Aileen Lee – Esthetician <i>Motion to approve: J. Blas 2nd: R. Santos.</i>			Unanimously Approved
		B. Application For Apprentice			
		1. Aileen Lee – Esthetician <i>Motion to approve: J. Blas; 2nd: R. Santos.</i>			Unanimously Approved
		2. Lorenzo E. Ballete Jr. – Barber <i>Motion to approve: J. Blas; 2nd: R. Santos.</i>			Unanimously Approved
		3. Clay Afleje – Cosmetologist <i>Motion to approve: M. Tiong; 2nd: J. Blas.</i>			Unanimously Approved
		4. Tanisha Harris – Esthetician <i>Motion to approve: R. Santos; 2nd: J. Blas.</i>			Unanimously Approved
		5. Marvin Josh Pineda - Cosmetologist <i>Motion to approve: R. Santos; 2nd: J. Blas.</i>			Unanimously Approved
		C. Applications for Re-Examination			
		1. Lorenzo E. Ballete Jr. – Barber <i>Motion to approve: J. Blas; 2nd: R. Santos.</i>			Unanimously Approved
		2. Clay Afleje – Cosmetologist <i>Motion to approve: M. Tiong; 2nd: J. Blas.</i>			Unanimously Approved
		D. Applications for Establishments			
		1. Wink on Fleek, House of Esthetics – New <i>Motion to approve: M. Tiong; 2nd: R. Santos.</i>			Unanimously Approved
		2. Mariacy Beauty Academy During the meeting, M. Delisle informed the board that she is retiring and selling Mariacy Beauty Academy to Jolas De Veas, who currently owns Butter x Cream. The name of the academy will remain the same, but the ownership structure will change, with Jolas De Veas becoming the main shareholder.			Unanimously Approved for Six Months

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		<p>Regarding the NACAS candidacy, it was noted that J. De Veas would need to start the process as a new candidate, as the change in ownership means the school is effectively a new entity, even though the name remains the same. M. Delisle clarified that J. De Veas is still in the process of finalizing the corporation and will apply for candidacy once everything is in place.</p> <p>As the establishment license for Mariacy Beauty Academy is set to expire at the end of the month, the board discussed renewing the license with a six-month duration instead of the usual full year, given that J. De Veas is working on gaining NACAS candidacy. The board agreed to approve a six-month renewal, with the possibility of revisiting the situation in six months to ensure progress towards accreditation.</p> <p><i>Motion to Approve a Six-Month renewal: R. Santos; 2nd: J. Blas.</i></p>			
		<p>E. Discussion on Apprentice Permits</p> <p>A. Taitano reported on apprentice permits, addressing efforts to prevent holders from remaining apprentices for extended periods. She noted that past practices allowed for a two-year permit duration due to infrequent testing but highlighted that current statutes do not specify such a time frame. Instead, the statutes mandate that failing applicants must reapply and pay the appropriate fee before retaking examinations, without provisions for extensions. Taitano explained that after a second test failure, applicants are required to complete a refresher course, and no new apprentice license will be issued. She acknowledged that previous practices deviated from this due to limited testing availability but emphasized that, with the introduction of online written exams and plans to launch online practical exams in January, these practices would align with statutory requirements. A. Taitano emphasized the importance of transitioning apprentices to licensure efficiently and sought input on how to proceed.</p> <p>A. Taitano highlighted ongoing confusion surrounding the issuance, reissuance, and extension of apprentice permits, which had been a recurring topic in recent meetings. She clarified that if an apprentice's permit expires due to the absence of an available examination, the board owes them an extension as it is beyond their control. However, if a permit expires after a test was available and the apprentice either failed or missed the exam without a board-approved excuse, the permit should not be extended. A. Taitano emphasized that the statutes require failed applicants to reapply, pay the appropriate fees, and take necessary steps, such as enrolling in a refresher course after a second failure, before being eligible for reissuance of a license. She acknowledged that past practices did not fully align with these requirements, often allowing apprentices to renew or extend permits</p>			Noted

Agenda Item		Discussion/Decision	Responsible party	Reporting time frame	Status
		<p>without taking the exams. This deviation was attributed to limited testing availability in the past. A. Taitano stressed the importance of ensuring realistic timelines and exam availability while adhering to statutory guidelines to prevent unfair penalization of apprentices due to circumstances beyond their control.</p> <p>A. Taitano reiterated the importance of aligning the board's practices with statutory requirements, emphasizing that with the increased availability of exams, the practice of repeatedly extending or reissuing apprentice licenses should be curtailed. She noted that the statutes clearly state that after two failed attempts, no apprentice license should be reissued, and failing applicants must reapply for a new license rather than receive extensions. The current practice of issuing apprentice licenses with a six-month expiration has generally allowed for testing opportunities within that timeframe, making extensions unnecessary. Taitano stressed that the primary goal is to guide apprentices toward licensure, thereby strengthening the industry by ensuring a consistent flow of qualified, fully licensed practitioners. She acknowledged the board's past efforts to accommodate apprentices by offering grace periods but emphasized that the new testing schedule should eliminate such needs. Taitano invited input from the board members to ensure everyone was aligned with the updated approach, highlighting the importance of a collective effort to support apprentices and maintain industry standards. Both J. Blas and R. Santos agreed with her statements, confirming that the focus should remain on achieving licensures for all apprentices.</p>			
VIII	NEXT BOARD MEETING	Next Scheduled Meeting: Monday, January 6, 2025 at 9:00am	GBBC	1005	Set Date
IX	ADJOURNMENT	<i>Motion to Adjourn: M. Tiong; 2nd: J. Blas</i>	GBBC	1005	Adjourned

Minutes Drafted by: FLAME TREE Freedom Center, Inc.

Date Submitted:

Submitted by the GBBC Secretary:

Date:

Feb 3, 2025

Approved by the GBBC with or without changes:

Date:

2/10/25

Certified by or Attested by the Chairperson:

Date:

GUAM BOARD OF BARBERING & COSMETOLOGY

REGULAR BOARD MEETING

Monday, January 6, 2025 at 9:00 AM (Guam ChST)

Join Zoom Meeting

<https://us06web.zoom.us/j/82841049912?pwd=YZDoYis9fDuj4pc8sUNnwwJlcOiULX.1>

Meeting ID: 828 4104 9912

Passcode: 653151

MINUTES

Agenda Item		Discussion/Decision		Responsible party	Reporting time frame	Status
I	CALL TO ORDER	Meeting Chaired by A. Taitano, Chairperson		Chair	0942	Call to Order
	Roll Call	GBBC <u>Present:</u> ☒Ashley Taitano-Sablan, Chairperson ☒Marcy Tiong, Vice-Chairperson ☒Raymond Santos, Treasurer ☐Joseph Blas, Secretary <u>Virtually Present:</u>	Other Attendees: <u>Present:</u> Jennifer Bruan, HPLO <u>Virtually Present:</u> Breanna Sablan, HPLO Ralia Gogue, HPLO Sharon Manibusan, HPLO PeterJohn Camacho, DPHSS Jolas De Veas	GBBC	0942	Quorum Established
	Proof of Publication	Guam Daily Post and Public Notice: 12/27/2024 and 01/02/2025			0945	Confirmed
II	APPROVAL OF AGENDA	Motion to Approve: M. Tiong; 2 nd : R. Santos		GBBC	0945	Unanimously Approved
III	APPROVAL OF MINUTES	Motion to Table the Minutes dated 11/4/2024 and 12/2/2024: R. Santos; 2 nd : M Tiong		GBBC	0945	Unanimously Approved
IV	HPLO ADMINISTRATOR'S REPORT	No report		HPLO	0946	No Report
V	TREASURER'S REPORT	No report		B. Sablan	0946	No Report
VI	OLD BUSINESS	Rules and Regulations – Ongoing The discussion began with a reference to the ongoing rules and regulations from the previous meeting. A. Taitano mentioned informing M. Tiong about adding a participant and noted an attempt to verify a new email address. There was also a need to schedule a work session to review the administrative updates to the rules and regulations. A. Taitano suggested M. Tiong follow up regarding an invitation to a Google Doc containing the Rules and Regulations.		GBBC	0946	Noted

Agenda Item		Discussion/Decision	Responsible party	Reporting time frame	Status
		A. Complaints			
		1. GBBC-CO-2024-0002 – Date Received: 04/22/2024. This was assigned to R. Santos who mentioned that he had not yet met with the complainant but acknowledged the busy month. A. Taitano suggested that the next step should involve inviting the complainant to provide any additional information or modifications to her statement that could aid the investigation. The case remains open, and A. Taitano requested R. Santos to inform the complainant of the ongoing work and coordinate with the office to gather further statements or revisions.	R. Santos		In-Progress
		2. GBBC-CO-2024-003 – Date Received: 06/25/2024 J. Blas was not present to deliver a report on the complaint.	J. Blas		In-Progress
		B. Applications for Examination			
		1. Sunhee Lim – Cosmetologist The case of Sunhee Lim, was discussed. It was noted that her application had been tabled due to the lack of a contact hour breakdown in her out-of-country verification, although the courses she took and the grades she received were provided. A. Taitano suggested reaching out to Sunhee Lim to ask her to contact her school directly if the third-party verification had not yet provided the necessary contact hours. The school could then send the breakdown directly to the board, like how a transcript would be submitted. <i>Motion to Table: M. Tiong; 2nd: R. Santos</i>	GBBC		Unanimously Tabled
VII	NEW BUSINESS	A. Application for Examination	GBBC	0951	
		1. Xuan T. Nguyen – Manicurist The case of Xuan Nguyen was discussed, and a motion was made to table her application due to missing credentials necessary to proceed. It was confirmed that J. Bruan would be responsible for informing Xuan Nguyen about the specific missing documents, including board verification and a transcript of hours. There was a clarification that both documents were needed, as the board verification would confirm the status of her license and the transcript would detail the number of hours she had completed. The case would remain tabled until these items were provided. <i>Motion to Table: M. Tiong; 2nd: R. Santos</i>			Unanimously Tabled
		B. Application For Apprentice			
		1. Xuan T. Nguyen – Manicurist <i>Motion to Table: M. Tiong; 2nd: R. Santos</i>			Unanimously Tabled
		2. Jeremiah Kintoki – Cosmetologist It was noted that the current reference letters contained duplicates and lacked signatures from two of the references. <i>Motion to Conditionally Approve Pending Submission of Reference Letters: R. Santos; 2nd: M. Tiong</i>			
		3. Vrett Krizzia Manibusan – Cosmetologist			

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		A motion was made to conditionally approve Vrett Krizzia Manibusan's application, pending the submission of signed reference letters. <i>Motion to Conditionally Approve Pending Reference Letter Signature: R. Santos; 2nd: M. Tiong.</i>			
		1. Jay R. Magro – Cosmetologist A motion was made to disapprove Jay R. Magro's apprentice application and re-examination application due to overlapping time. It was noted that his last exam was taken in 2023, and according to the statutes, re-examination must be applied for immediately after receiving notice of failure. Since more than a year has passed since his exam, he no longer qualifies for re-examination. It was also stated that he would need to submit a new application for examination as a new candidate, and an apprentice application cannot be approved without first submitting an examination application. <i>Motion to Disapprove: R. Santos; 2nd: M. Tiong.</i>			Unanimously Dissapoved
		C. Applications for Re-Examination			
		1. Jay R. Magro – Cosmetologist <i>Motion to Disapprove: R. Santos; 2nd: M. Tiong.</i>			
		D. Board Member Presentation			
		1. National Interstate Council of State Boards of Cosmetology (NIC) Conference 2024 M. Tiong reported on The National Interstate Council of State Boards of Cosmetology (NIC) conference took place in Salt Lake City, Utah, from October 11th to 14th, 2024. M. Tiong attended and highlighted several key discussions, including the mission of the NIC to promote uniformity in cosmetology practices through testing, collaboration, and national reciprocity. The conference also focused on promoting standards for consumer health and safety, increasing workforce mobility, supporting military veterans, and encouraging diversity in the profession. Key topics included standardizing examinations, providing opportunities for military members, and broadening education standards. Several featured speakers presented, including Warren, who discussed automation in professional certifications, Christine Mogan, who spoke about creating inclusive environments for individuals with autism, and Kate Owens-Hines, who demonstrated sensory-friendly hair cutting techniques. Additionally, Dale Atkinson, an expert in regulatory law, and Brenny Simona, a speaker on personal growth, also contributed. Barry Bakely discussed safety in the aesthetics industry, particularly regarding laser technology, while Frank True provided insights into accreditation for beauty schools. An OSHA compliance officer also discussed the safety risks in the cosmetology industry, particularly with chemicals. M. Tiong emphasized the importance of the NIC conference in fostering professional growth, ensuring alignment with national standards, and creating networking opportunities. The 2025 NIC conference will be held in Arizona on October 17th, and M. Tiong encouraged attendance as it offers valuable insights and updates for the cosmetology field.			
VIII	NEXT BOARD MEETING	Next Scheduled Meeting: Monday, February 3, 2025 at 9:00am	GBBC	1004	Set Date

Agenda Item		Discussion/Decision	Responsible party	Reporting time frame	Status
IX	ADJOURNMENT	<i>Motion to Adjourn: M. Tiong; 2nd: J. Blas</i>	GBBC	1005	Adjourned

Minutes Drafted by: FLAME TREE Freedom Center, Inc.

Date Submitted:

Submitted by the GBBC Secretary:

Date: Feb 3, 2025

Approved by the GBBC with or without changes:

Date: 2/03/25

Certified by or Attested by the Chairperson:

Date: