

# GUAM BOARD OF BARBERING & COSMETOLOGY

REGULAR BOARD MEETING

**Monday, April 07, 2025 at 9:00 a.m. (Guam ChST)**

### Join Zoom Meeting

<https://us06web.zoom.us/j/81365295148?pwd=amdaLZgMXyadK42kPv23jeLzh4rbJh.1>

**Meeting ID:** 813 6529 5148

**Passcode: 375453**

## MINUTES

Agenda Item		Discussion/Decision		Responsible party	Reporting time frame	Status
I	<b>CALL TO ORDER</b>	Meeting Chaired by A. Taitano-Sablan, Chairperson		Chair	0912	Call to Order
	<b>Roll Call</b>	<b>GBBC</b> <u>Present:</u> <input checked="" type="checkbox"/> Ashley Taitano-Sablan, Chairperson <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>	<b>Other Attendees:</b> <u>Present:</u> Sharon Manibusan, HPLO Laura Allen <u>Virtually Present:</u> Breanna Sablan, HPLO Loren Abrahamsen	GBBC	0912	Quorum Not Established
	<b>Election of Officers</b>	A nomination was made and seconded for A. Taitano-Sablan to serve as Chairperson, with no opposition voiced, finalizing the appointment. The board continued with the nomination and unanimous appointment of M. Tiong as Vice Chair. Subsequently, J. Blas was nominated, second, and confirmed as Secretary without opposition. For the role of Treasurer, R. Santos was nominated and seconded with no opposition.			0913	Election Complete
	<b>Proof of Publication</b>	Guam Daily Post and Public Notice: 03/31/2025 and 04/03/2025			0915	Confirmed
II	<b>APPROVAL OF AGENDA</b>	<i>Motion to Approve: R. Santos; 2<sup>nd</sup>: M. Tiong.</i>		GBBC	0916	Unanimously Approved
III	<b>APPROVAL OF MINUTES</b>	Minutes dated 03/10/2025 A correction was made to the name “Ms. Korea” and changed to “Ms. Maria”. Another correction was made to section “E” under permission to address the board. <i>Motion to Approve as Amended: M. Tiong ; 2<sup>nd</sup>: R. Santos.</i>		GBBC	0916	Unanimously Approved as Amended
IV	<b>HPLO ADMINISTRATOR'S REPORT</b>	B. Sablan reminded the board that the Statement of Disclosure of Conflict of Interest is due to the Guam Election Commission by April 22, 2025. Members were informed they could either submit the form in person or email it to the representative, who would then forward it to the appropriate office. She also inquired about the readiness of the updated rules and regulations for submission to the board legal counsel at the Office of the Attorney General, noting that this matter could be discussed further when it appeared on the agenda. Additionally, data was shared regarding the online theory and practical exams: for the written online theory, more applicants have signed up for the exam		HPLO	0920	Noted

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		administered, 68 applicants had passed while 28 had failed for the written. For the practical portion, 40 passed and 29 failed. S. Sablan offered to email the results to the board and conclude her report.			
V	<b>TREASURER'S REPORT</b>	GBBC has purchased supplies and materials as of last Wednesday. Additionally, \$2500 was paid to maintain the gold membership for the NIC.	R. Santos	0923	Noted
VI	<b>OLD BUSINESS</b>	<b>A. Rules and Regulations – Ongoing</b> A. Taitano-Sablan noted that there is a shared Google Doc that has been shared with the board members. A. Taitano-Sablan asked the board members to review the document aiming to send the Rules and Regulations by Friday as a first draft.	GBBC	0924	Noted, Work Session in Progress
		<b>B. Complaints</b>			
		<b>1. GBBC-CO-2024-0002 – Date Received: 04/22/2024</b> A. Taitano-Sablan began the discussion focused on the use of a prohibited tool within a salon. It was noted that there had been a prior conversation with D Calvo about the issue, and mention was made of legal action that had reportedly been taken in relation to the matter. It was suggested that the section of the law pertaining to prohibited tools should be distributed to all licensees to ensure they are fully informed. The importance of proactive communication was emphasized so that if similar complaints arise in the future, there will be clarity and awareness surrounding the legal guidelines. There was also a recommendation to involve environmental health in addressing the complaint, supported by reference to relevant case law and photographic evidence related to the incident.	M. Tiong		In-Progress,
		<b>2. GBBC-CO-2024-003 – Date Received: 06/25/2024</b> There is a need for follow-up due to changes in personnel, specifically the departure of J. Bruan. It was recommended that follow-up be conducted with S. Manibusan to continue progress on the matter, including possibly scheduling a meeting to clarify the situation and determine if a complaint still exists. Coordination with either S. Manibusan was suggested to facilitate the next steps. The need for timely communication and collaboration was emphasized to ensure forward movement on addressing the complaint.	J. Blas		In-Progress
		<b>3. GBBC-CO-2025-01 – Date Received: 01/24/2025</b> access to the complaint was recently obtained and that appropriate action still needs to be taken. It was acknowledged that the establishment in question, associated with Mariacy, is no longer active, and therefore, its license will not be renewed. The board agreed that the establishment should be informed that they will not be involved in any further proceedings related to the complaint. A meeting with the involved party was recommended to explain the situation and provide clarity on what occurred following the complaint's filing. Since the establishment appears to have closed, formal closure of the complaint process was deemed necessary. It was agreed that someone would contact the establishment to explain the next steps and that the case would be officially closed, with documentation stating that it was a non-actionable complaint.	R. Santos		In-Progress

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		<b>C. Applications for Examination</b>			
		1. <b>John Paul N. Cadaviz – Cosmetologist</b> <i>Motion to Approve: R. Santos; 2<sup>nd</sup>: M. Tiong.</i>	GBBC		Unanimously Approved
		<b>D. Applications for Apprentice</b>			
		1. <b>John Paul N. Cadaviz – Cosmetologist</b> <i>Motion to Approve: R. Santos; 2<sup>nd</sup>: M. Tiong.</i>	GBBC		Unanimously Approved
VII	NEW BUSINESS	<b>A. Request to address the board</b>	GBBC	0932	
		<p>1. <b>Laura Allen</b>  A. Taitano-Sablan introduced a request from L. Allen to address the board, during which clarification was provided regarding the issue of reciprocity. It was explained that reciprocity applies only to individuals who already hold a license or have completed specific required training, such as that for a bicycle or CP license. Because L. Allen had not completed the instructor-level training required under Guam’s laws, her qualifications could not be considered for reciprocity. The board emphasized that although L. Allen possessed numerous continuing education certificates and a master’s certificate with teaching methodology, these credentials were viewed as enrichment training rather than the required instructor training. L. Allen acknowledged the explanation and shared that she had informed S. Manibusan about her enrollment in an online education program, completed 36 credit hours toward her master’s certificate, and obtained 12 certifications approved by the relevant authority, all of which pertained to the same area of professional development..</p> <p>A. Taitano-Sablan addressed concerns about limited accessibility to instructor programs and emphasized the ongoing need for qualified teachers and instructors. She recounted a recent conversation with an individual who is an instructor and well-regarded for her teaching methods, noting that the instructor acknowledged the importance of such programs and is currently exploring ways to contribute. However, it was mentioned that any new program offering would require a minimum enrollment of ten participants, and delays such as a recent late delivery have affected progress. Despite these challenges, efforts are ongoing to develop a viable program. L. Allen expressed optimism about future opportunities and shared her willingness to collaborate, mentioning her own background in teaching and her role as a director of undergraduate studies. She also noted having access to additional materials and feedback from former students, which could support further efforts.</p> <p>L. Allen continued her remarks by expressing her commitment to meeting the requirements for instructor licensing, stating she is doing everything possible to comply. She highlighted</p>			L. Allen will be Notified on the Boards Decision to Allow her to Apply as an Instructor

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	<p>her appreciation for the accessibility offered by online resources and emphasized her active involvement in continuing education efforts. She noted that some of her coursework may fulfill continuing education for instructors, though she acknowledged the distinction between continuing education for license renewal and the required training for initial instructor licensure.</p> <p>L. Allen also referenced previous board discussions about online graduation options and reiterated that her goal is to gain access to instructor licensing through valid educational routes. She shared that she had been in contact with the CJA and the Board of Education and mentioned receiving input from their president.</p> <p>As she concluded her remarks, L. Allen reflected on the value of the process and voiced her desire for more information and guidance moving forward.</p> <p>Following L. Allen's remarks, board members expressed their appreciation and prepared to move on. L. Allen attempted to interject several times to clarify that the documentation and certificates she referenced would be submitted as part of her application and chapter list. Board members responded affirmatively, confirming that the plan was to verify her submitted courses and determine whether they fulfill the necessary instructor requirements. It was clarified that the courses primarily focused on teaching methodology, including topics like student memorization and history, and totaled 36 credits from her master's coursework. The board noted that the next step would be to review the certifications and course content. If the review finds the training to be acceptable and aligned with local requirements, the board would notify L. Allen to proceed with her application for a barbering instructor license. It was emphasized that this would fall under the eligibility and qualifications category, and that she would need to submit proof of completion of a formal Barbering Instructor Training Course. Once confirmed, the process could move forward.</p> <p>Board members explained to L. Allen that once her course certifications are reviewed and confirmed to meet the necessary requirements, she would be allowed to submit her application along with the examination application.</p> <p>They noted that while the examination application process has not yet been updated, the existing requirements would still apply. However, because her application is for an instructor license rather than a practitioner license, she would need to submit proof of education specific to the instructor's course rather than the typical cosmetology or barbering licensure education. Additional application requirements would include letters of reference, copies of identification, and character references. Board members confirmed that she could retain the reference letters she had already gathered for her application.</p> <p>They stated they would complete the review of her documentation during the week and hoped to provide her with feedback by Friday, allowing her to submit her application in time for the next quarter.</p>			
	<b>B. Applications for Examination</b>			

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		<b>1. Maria Denise V. Mendoza – Barber</b> M. Mendoza needs to undergo a third-party general evaluation of her out-of-state educational credentials. It was noted that while she is applying under the category of barbering, her documentation lists "cosmetology" without any indication that she qualifies under barbering standards. The board determined that she must revise her application to reflect cosmetology instead. It was emphasized that this correction is necessary due to inconsistencies in the designation and requirements associated with her current application. <i>Motion to Table Application: M. Tiong; 2<sup>nd</sup>: J. Blas.</i>			Unanimously Tabled
		<b>2. Tatiana Tatarinova – Manicurist</b> <i>Motion to Approve: R. Santos; 2<sup>nd</sup>: J. Blas.</i>			Unanimously Approved
		<b>3. Aurora N. Pangelinan – Cosmetologist</b> The board reviewed her transferred academic records from the Philippines. It was noted that although she had registered for a general evaluation and initiated the process, there was no official report or confirmation from the evaluating company indicating that the evaluation had been completed. The only documentation available showed that A. Pangelinan had applied and received a response from the company requesting additional documents necessary to proceed. As a result, the board confirmed that the evaluation remains incomplete until all required materials are submitted by the applicant and the final report is received. <i>Motion to Table Pending General Evaluation: M. Tiong; 2<sup>nd</sup>: J. Blas.</i>			Unanimously Tabled
		<b>4. Vantri L. Green – Manicurist</b> <i>Motion to Approve: R. Santos; 2<sup>nd</sup>: J. Blas.</i>			Unanimously Approved
		<b>5. Alicia Kyra Saludo – Esthetician</b> <i>Motion to Approve: J. Blas; 2<sup>nd</sup>: R. Santos.</i>			Unanimously Approved
		<b>C. Application For Apprentice</b>			
		<b>1. Aurora N. Pangelinan - Cosmetologist</b> <i>Motion to Table: M. Tiong; 2<sup>nd</sup>: J. Blas.</i>			Unanimously Tabled
		<b>2. Vantri L. Green – Manicurist</b> <i>Motion to Approve: R. Santos; 2<sup>nd</sup>: J. Blas.</i>			Unanimously Approved
		<b>3. Ian Panganiban – Cosmetologist</b> <i>Motion to Approve: R. Santos; 2<sup>nd</sup>: M. Tiong.</i>			Unanimously Approved
		<b>4. Alicia Kyra Saludo - Esthetician</b> <i>Motion to Approve: J. Blas; 2<sup>nd</sup>: R. Santos.</i>			Unanimously Approved
		<b>D. Applications for Reciprocity</b>			
		<b>1. Lung Van Do – Cosmetologist</b> The board stated that L. Do must complete the verification form included in his application and provide official verification from his previous licensing board to confirm the status of his current licenses. <i>Motion to Table Pending Verification Form: M. Tiong; 2<sup>nd</sup>: J. Blas.</i>			Unanimously Tabled

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		<b>E. Application for Re-Examination</b>			
		<b>1. Vanessa Green</b> <i>Motion to Approve: R. Santos; 2<sup>nd</sup>: J. Blas.</i>			Unanimously Approved
VIII	<b>NEXT BOARD MEETING</b>	Next Scheduled Meeting: May 05, 2025, at 9:00am.	GBBC	9:52	Set Date
IX	<b>ADJOURNMENT</b>	<i>Motion to Adjourn: A. Taitano-Sablan; 2<sup>nd</sup>: R. Santos.</i>	GBBC	9:54	Adjourned

Minutes Drafted by: FLAME TREE Freedom Center, Inc.

Date Submitted:

Submitted by the GBBC Secretary:



Date: 05/12/2025

Approved by the GBBC with or without changes:

Date:

Certified by or Attested by the for Chairperson:



Date: 05/12/2025