

Department of Public Health and Social Services
 Health Professional Licensing and EMS Office Conference Room
 Guam Board of Barbering and Cosmetology
 Regular Board Meeting
 May 06, 2019

Members Present: Jenneth Quaimbao, Juannet Torres, Marcy Tiong, Skye Shin

Others Present: Roma Basa, Emma Reyes, Zennia Pecina, Suzanne Kaneshiro

TOPIC	DECISION(S)/ACTION(S) MADE	RESPONSIBLE PARTY	REPORTING TIMEFRAME	STATUS
A. Call To Order	Chairperson Jenneth called the meeting to order at 9:25			Quorum Approved
B. Proof of Publications	Guam Daily Post Publications on April 29, 2019 and May 02, 2019			Approved
C. Review and Approval of Minutes/Agenda	Marcy Tiong moved to approve the April 1, 2019 minutes and May 06, agenda, seconded by Juannet Torres and was unanimously carried.			Approved
D. Administrator Report				
E. Old Business	<p><u>Rules and Regulations</u> Status quo pending further review.</p> <p><u>Application for Examination</u></p> <ol style="list-style-type: none"> 1. Tran Luu Thai – Manicurist 2. Michael Van Troung- Manicurist <p>- Requested to meet with the board but no response from the applicants.</p> <p><i>Marcy moved to remove Tran Luu Thai and Michael Van Trong from the agenda, seconded by Juannet</i></p> <p><u>Application for re-examination</u></p> <ol style="list-style-type: none"> 1. Heip Van Tran - Manicurist <p><i>Juannet moved to approve Heip Van Tran to take the examination</i></p> <p><u>Application for Re-instatement</u></p> <ol style="list-style-type: none"> 1. Diana Macaraeg – Manicurist Re-apply for a new license 	Board Members		Tabled Approved Approved Conditionally Approved

	<p><u>Application for Establishment</u></p> <ol style="list-style-type: none"> J. Beauty Salon Microblading/Tattoo and Beauty Salon needs to be separated To re-apply for a new Business License To re-apply for an establishment license Need to be cosmetologist to operate a Salon <p><i>Marcy moved to draft a letter to applicant J Beauty salon that the board cannot grant her a microblading /tattoo license and cannot operate a salon if she holds barber license, needs to complete the application and application needs to come to the board. Need sanitary permit and provide proper documentation for both tattoo/microblading and the salon.</i></p>		<p>Disapproved</p> <p>Approved</p>
<p>F. New Business</p>	<p><u>Application for Renewal</u></p> <ol style="list-style-type: none"> Mario Arrozal – To re-apply for a new license Heather Hseuh – To re-apply for a new license Alita Day To re-apply for a new license <p><u>Application for renewal of Establishment</u></p> <ol style="list-style-type: none"> Virginia Hair Salon - To apply for a new establishment license <p>All establishment license renewed every December, grace period will be the next business day only.</p> <p><i>Marcy moved that all late establishment renewal and application for licenses will come before the board for approval, application and apply for new license must come before the board.</i></p> <p>All renewals for individual, establishments will be presented to the board when it expired. No penalties no payment to be collected pending finalization of rules and regs.</p> <p>To draft a letter to request a new legal counsel for Cosmetology board</p>	<p>Board Members</p> <p>Zennia P.</p>	<p>Conditionally Approved</p> <p>Conditionally Approved</p> <p>Conditionally Approved</p> <p>Conditionally Approved</p> <p>Approved</p>

		<p>Complaint</p> <p>1. GBBC – CO-19-01 (Home Based Barbershop) To discuss the issue by next meeting with environmental health</p> <p><i>Marcy moved that Zennia will draft letter to all salons to send a letter to cist and desist all the salon and to put in the application for all the applicants. Office will send it to the board to upload it to the social media. Zennia will be drafting the memo and send it to the board and the board member will be responsible to send it to all the salon. The letter will state the section from the law, for compensation, violation, misdemeanor, etc. including the military.</i></p> <p><i>Marcy moved to table the complaints further discussion with DEH next meeting June 10, 201.</i></p>	Zenia	<p>Tabled</p> <p>Approved</p> <p>Approved</p>
G.	<p>Other Business:</p>	<p>Dr. Kaneshiro Chief Public Health Officer informed the board that as of April 1st ,2019, HPLO will now be under the Division of Public Health.</p> <p>CPHO presented introduced the New HPLO Administrator Zennia Pecina, she will be performing 50% at the clinic and 50% at HPLO Office eventually she is assigned to HPLO until further notice.</p> <p>CPHO discussed the development of a website for all boards, The website will include:</p> <ol style="list-style-type: none"> 1. Downloading of documents, rules and regs, minutes, agenda, fillable forms, approved licenses, fee schedule, etc... 2. Rules and Regulations 3. Update and increase Fees, (justification, inclusive of hiring investigator, prosecutors, inspector, transcriber, include Computer, internet access, travel, publications etc. 4. Hiring Prosecutor (Legal Counsel) for all the boards 5. Hiring HPLO Staff (WPS II and CPA I) 6. Standardizing the minutes and agenda template (HPLO Administrator to conduct the training for all the staff) 7. Add the HPLO Administrator Report before New Business to report issues <p>CPHO verbalized that there is a Commission on Healing Arts made of all the Chairs of different boards that will be meeting around October. Chairs will come together to discuss the common concerns/issues to be aware of what other boards do. The committee will meet quarterly.</p>		

To discuss with Division of Environmental Health:

1. Some salon offers cheap price for Permanent eye lashes
2. Using syringes, instruments for esthetics
3. Make up counters, using the same brushes where bacteria can pass to anyone,
4. No health certificate but touching customers/people.
5. Burnt scalp due to bleach
6. Military Issues working with salon with no license

Marcy suggested, Board to meet **every other month** for regular board meeting and **Board Members** will meet **every month** for working meeting voluntary no fees.

Board Members Proctor the Practical Examinations. As per Chairperson they have not gotten paid for the previous examination conducted. Board member to provide a copy of invoices from October 2019 for the office to work on payments. A memo of justification and documentation will accompany.

Suggestion to hold practical exams twice a year and 4 times a year for written exams.

Marcy moved to invite Environment Health to attend the board meeting to address issues in the cosmetology industry, seconded by Jenneth

Marcy moved to submit a government claim for previous examination proctored, seconded by Juannet

HPLO Administrator clarified to the board that the HPLO Office will remain in the building while working on the RFI and the amendment of the PO up to 1 September 2019.

CPHO suggested to have a conference meeting to address all issues, and to find budget to pay for the speaker.

Marcy moved to invite a speaker. (Off Island Speaker), she will research the cost to conduct a 1-day conference and 1-day workshop meeting. Seconded by Juannet

Skye moved to amend the time of the examination from 8:00am to 1:00pm to 8:30am to 12:30pm, seconded by Marcy

Approved

Approved

Dr. Kaneshiro

Approved

Approved

		<p>HPLO Office will begin to enforce the policy of surrendering old cards for license renewal, to be consistent and professional, and to include in GBBC SOP</p> <p><i>Juannet moved to reschedule the next meeting from June 3rd to June 10, 2019 at 9:00am – seconded by Marcy</i></p> <p><i>Juannet moved to approve the HPLO Administrator Report. It will be a standing report after New Business starting next meeting June 10, 2019 after new business</i></p>	Roma/Emma	Approved Approved
H.	Announcement	Next meeting – June 10, 2019 at 9:00 am	Approved	
I.	Adjournment	11:49am	All unanimously approved.	

Recorder: Emma Reyes

Approved by:  _____
 Chairperson, GBBA