



## Guam Board of Barbering and Cosmetology

Department of Public Health & Social Services

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### **REGULAR SESSION MINUTES**

*Monday, May 7, 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; Chelsa Chester, Island Skin Spa; TingTing, Watabe Wedding

TOPIC	DISCUSSION	ACTION
Call to Order	Chair called the meeting to order at 9:14 a.m. as a Reconvened Regular Session Meeting.	<i>Quorum Established</i>
Proof of Publication	Mrs. Torres moved to approve publication of meeting on April 30, 2018 and May 3, 2018. Mr. Hernandez seconded. All in favor; motion carried	<i>Proof of Publication reviewed and approved.</i>
Review and Approval of Agenda	Mrs. Torres moved to discuss Old Business after New Business. Mr. Hernandez seconded. All in favor; motion carried.	<i>Agenda approved as amended.</i>
New Business	<p><b>A. New – Special Japanese License</b></p> <ol style="list-style-type: none"> <li>1. Aida, Naoko               <ul style="list-style-type: none"> <li>- Ms. TingTing Zeng came in to speak on Ms. Naoko Aida’s behalf to reapply for Special Japanese License.</li> <li>- Ms. Aida’s current Special Japanese License expires on June 21. Ms. Zeng would like to know when she can be scheduled to take the next practical examination.</li> <li>- Ms. Narcis will let Ms. Zeng know when the examination has been scheduled.</li> <li>- Mrs. Torres moved to approve Aida, Naoko for the Special Japanese License Examination. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> </ol> <p><b>B. Questions regarding Supervisors and Apprentices</b></p> <ul style="list-style-type: none"> <li>- <b>Letter from Chelsa Chester, licensed Esthetician</b></li> <li>- Ms. Chester addressed the board with concerns regarding the Supervisor to Apprentice ratio. She had asked the board if they would consider having a licensed owner of the establishment supervise more than one apprentice at a time. She</li> </ul>	<p><i>A. Aida, Naoko has been approved to take the Special Japanese License Examination.</i></p> <p><i>B. Ms. Narcis will send a letter to Ms. Chester reiterating discussion and answers to her questions.</i></p>

**APPROVED – JULY 16, 2018**

	<p>could not find anything in the law that states one supervisor to one apprentice.</p> <ul style="list-style-type: none"><li>- Ms. Chester feels that it should be treated in two different ways; (1) if it is an employee to employee supervising, then the one to one ratio is ok; (2) if the owner is a licensed individual, they could license more than one apprentice.</li><li>- The board informed Ms. Chester that in the past, the problem with that was that supervisors got overwhelmed trying to supervise three to five apprentices at one time.</li><li>- Ms. Chester would like to know why an Esthetician cannot supervise a Cosmetologist Apprentice, if the apprentice wants to solely work as an Esthetician.</li><li>- Members had informed Ms. Chester that if an individual who took cosmetology courses wants to work solely in Esthetics or Nails, they can apply to take the exam and apprentice license in either specialty.</li><li>- Ms. Chester also asked for more clarification on reciprocity procedures. Members informed Ms. Chester that if the individual has not taken the NIC exam, they will need to take it on Guam. If they have taken the NIC exam, they must have had their license for 2 years before reciprocating to Guam. If they have had it less than 2 years, they can apply for Apprentice license while waiting for the required 2 years.</li><li>- Members designated Ms. Narcis to send a letter the Ms. Chester responding to questions and reiterating discussion that took place.</li><li>- Mr. Hernandez moved to send a letter to Ms. Chester regarding discussion. Mrs. Tiong seconded. All in favor; motion carried.</li></ul> <p><b>C. Social Media Advertisement</b></p> <ul style="list-style-type: none"><li>- Joy Ann Mendoza Gepanayao, offering home services for Hair Rebonding.</li><li>- Now posting as Joy Zei</li><li>- Board members designated Ms. Narcis to send Ms. Gepanayao a letter informing her that she had been warned to stop advertising services on social media and she is still posting. Board is requesting her formal response, within 10 business days of receipt of letter, that she will take down all advertisements, cease advertising, and comply with board request. If letter is not received, and individual does not comply, the board will move forward and send all documentations to Division of Environmental Health, Guam Police Department, Department of Revenue and Taxation and Guam Fire Department.</li></ul>	<p><i>C. Ms. Narcis will send a letter to Ms. Gepanayao regarding advertisement of services and to respond to the board within 10 days of receipt of notice.</i></p>
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	<p><b>D. New – Establishment Application</b></p> <ol style="list-style-type: none"> <li>1. La Bijou Beauty &amp; Hair Studio <ul style="list-style-type: none"> <li>- Sanitary Inspection Report not included with application.</li> <li>- Per Ms. Narcis, owner was told, by other individuals, to just turn in the application and the board will conditionally approve.</li> <li>- Mrs. Torres moved to tabled application pending required documents. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> </ol> <p><b>E. New – Application for Apprentice License and Reciprocity</b></p> <ol style="list-style-type: none"> <li>1. Weger, Rachel D. – Cosmetologist <ul style="list-style-type: none"> <li>- Mrs. Torres moved to approve Weger, Rachel for Apprentice License and Full License to be released after June 4, 2018. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> </ol> <p><b>F. New – Application for Apprentice License and Examination</b></p> <ol style="list-style-type: none"> <li>1. Catacutan, Emerito G. – Barber <ul style="list-style-type: none"> <li>- Mrs. Torres moved to approve Catacutan, Emerito for Apprentice License and Examination. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> <li>2. Galapati, Julius – Cosmetologist <ul style="list-style-type: none"> <li>- Mrs. Torres moved to tabled application pending required three proper reference letters. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> <li>3. Martino, Francesca Marie L – Esthetician <ul style="list-style-type: none"> <li>- Mrs. Torres moved to approve Martino, Francesca Marie for Apprentice License and Examination. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> <li>4. Santos, Keith J. – Cosmetologist <ul style="list-style-type: none"> <li>- Mrs. Torres moved to tabled application pending required documentation of completion of restitution. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> <li>5. Truong, Thanh N. – Manicurist <ul style="list-style-type: none"> <li>- Mrs. Torres moved to approve Truong, Thanh for Apprentice License and Examination. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> <li>6. Villagomez, Aichun – Manicurist <ul style="list-style-type: none"> <li>- Mrs. Torres moved to approve Villagomez, Aichun for Apprentice License and Examination. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> <li>7. Zhao, Annie YanFang – Cosmetologist <ul style="list-style-type: none"> <li>- Mrs. Torres moved to approve Zhao, Annie YanFang for Apprentice License and Examination. Mrs. Tiong seconded. All in favor; motion carried.</li> </ul> </li> </ol>	<p><i>D. La Bijou Beauty &amp; Hair Studio has been tabled pending receipt of Sanitary Inspection Report.</i></p> <p><i>E. Weger, Rachel has been approved for Apprentice License. Full Cosmetology license can be released after June 4, 2018.</i></p> <p><i>F. Santos, Keith has been tabled pending documentation of restitution completion.</i></p> <p><i>Galapati, Julius has been conditionally approved pending receipt of proper reference letters.</i></p> <p><i>All other applicants approved, as follows:</i></p> <ol style="list-style-type: none"> <li>1. Catacutan, Emerito</li> <li>2. Martino, Francesca Marie</li> <li>3. Truong, Thanh</li> <li>4. Villagomez, Aichun</li> <li>5. Zhao, Annie YanFang</li> </ol>
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Old Business	<b>A. Rules and Regulations</b> <ul style="list-style-type: none"><li>- Tabled.</li><li>- Working Sessions to continue. Next working session scheduled for May 8, 2018 at 8:00 a.m.</li></ul>	<i>A. Working session scheduled for May 8, 2018 at 8:00 a.m. at the HPLO Conference Room.</i>
Announcement	The next Guam Board of Barbering and Cosmetology Regular Session Meeting is scheduled for Monday, June 4, 2018 at 9:00a.m, HPLO Conference Room. <ul style="list-style-type: none"><li>- Mrs. Tiong moved to approve next Regular Session Meeting. Mrs. Torres seconded. All in favor; motion carried.</li></ul>	<i>Next Board Meeting date approved.</i>
Adjournment	Mrs. Tiong motioned to adjourn meeting at 11.28 a.m. Mrs. Torres seconded. All in favor; motion carried.	<i>Meeting adjourned at 11:28 am.</i>