

GUAM BOARD OF BARBERING AND COSMETOLOGY

*Regular Session Minutes
Monday, December 18, 2017
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; Marlene Carbullido, HPLO

TOPIC	DISCUSSION	ACTION
Call to Order	Chair called the meeting to order at 9:11 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. October 2, 2017</p> <p>B. November 6, 2017</p>	<i>Mr. Hernandez motioned to approve minutes as written. Mrs. Torres seconded. All in favor; motion carried</i>
Old Business	<p>A. Rules and Regulations</p> <ul style="list-style-type: none"> - Mrs. Quiambao confirmed that Mr. Hernandez is chair of committee and Mr. Joseph Cameron is advisor. Also on the committee is Mrs. Torres and Mrs. Tiong. - Per Mr. Hernandez, committee has not met yet. <p>B. Establishment Application</p> <ol style="list-style-type: none"> 1. Kreem X Butter <ul style="list-style-type: none"> - Ms. Narcis advised board that establishment had submitted pending documents - Mr. Hernandez motioned to approve Kreem X Butter for an Establishment license. Mrs. Torres seconded. All in favor; motion carried <p>C. Application for Apprentice License & Examination</p> <ol style="list-style-type: none"> 1. McGee, Jennifer – Manicurist <ul style="list-style-type: none"> - Mr. Hernandez motioned to approve applicant for apprentice license and examination. Mrs. Torres seconded. All in favor; motion carried 	<p><i>A. Tabled.</i></p> <p><i>B. Kreem X Butter is approved for Establishment license.</i></p> <p><i>C. Jennifer McGee is approved for apprentice license and examination.</i></p>
New Business	<p>Mrs. Tiong joined meeting at 9:40 a.m.</p> <p>A. Request from Francine Taman for approval of Off-Island Instructor Training Program</p> <ul style="list-style-type: none"> - Ms. Taman spoke to the board regarding Northwest Beauty Academy Instructor Training Program in Washington. She would like the Board's approval to 	<i>A. Ms. Narcis will draft a letter of approval to attend training program for Mrs. Quiambao's signature.</i>

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	<p>attend program as the state is also an NIC approved state.</p> <ul style="list-style-type: none">- Mrs. Tiong suggested that Ms. Taman take both exams in Washington and in Guam upon completion of program.- Board agreed to present Ms. Taman with a letter approving her attendance to the Northwest Beauty Academy.- Mr. Hernandez motioned to approve Ms. Taman's request to attend the Northwest Beauty Academy Instructor Training Program. Mrs. Tiong seconded. All in favor; motion carried <p>B. Request for Apprentice Extension</p> <ol style="list-style-type: none">1. Perkins, Maridel<ul style="list-style-type: none">- As per law, any apprentice who has failed the test twice must take a refresher course before being able to test again.- Mrs. Tiong motioned to deny request for extension as applicant needs to take a refresher course. Mrs. Torres seconded. All in favor; motion carried. <p>C. Online Testing Agreement</p> <ul style="list-style-type: none">- Ms. Narcis gave board members an update of current position for online testing agreement.- AAG Weinberg informed HPLO that the agreement should be processed with General Services Agency (GSA).- Mrs. Josephine Quichocho inquired with Mr. Fred Nishihira (AG's Office) and was informed to speak with Mr. Karl Espaldon (AG's Office).- Ms. Narcis informed the board that Mrs. Quichocho has sent the agreement to GSA for their review and advisement as well.- Mrs. Quiambao stated that there is no hurt in contacting the AG's Office as well for advisement. <p>D. Mariacy Beauty Academy – Update of hours for Manicurist</p> <ul style="list-style-type: none">- Mariacy Beauty Academy submitted a revised curriculum for Nail Technology to reflect the required 400 hours. <p>E. New – Establishment Application</p> <ol style="list-style-type: none">1. Guam Community College Cosmetology Program<ul style="list-style-type: none">- Mrs. Tiong motioned to approve Guam Community College for an Establishment license. Mr. Hernandez seconded. All in favor; motion carried. <p>F. New – Application for Reciprocity</p>	<p><i>B. Ms. Perkin's request for Apprentice extension denied and applicant must take refresher course.</i></p> <p><i>C. Ms. Narcis will check with Mrs. Quichocho on status of review and inform her to also check with the AG's Office.</i></p> <p><i>D. Board acknowledged the change to the school's Nail Technology curriculum.</i></p> <p><i>E. Guam Community College is approved for Establishment license.</i></p>
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	<p>1. Quejado, Rica Orcullo – Esthetician - Mrs. Tiong motioned to approve Rica Quejado for reciprocity license effective December 21, 2017. Mrs. Torres seconded. All in favor; motioned carried.</p> <p>G. New – Application for Apprentice License</p> <p>1. Grantham, Janice D – Cosmetologist - Mr. Hernandez motioned to approve Janice D. Grantham for an apprentice license. Mrs. Torres seconded. All in favor; motion carried.</p> <p>H. New – Application for Examination</p> <p>1. Grantham, Janice D – Cosmetologist - Mr. Hernandez motioned to approve Janice D. Grantham for an apprentice license. Mrs. Torres seconded. All in favor; motion carried.</p> <p>I. Temporary Supervisor for Apprentice</p> <p>1. Ozga-Outlaw, Katarzyna - Apprentice’s current supervisor, Jelyssa Tiong, will be on leave. Mrs. Marcy Tiong is requesting approval to be a temporary supervisor until Ms. Tiong’s return. - Mr. Hernandez motioned to approve Mrs. Tiong as temporary supervisor until January 8, 2018. Mrs. Torres seconded. All in favor; motion carried.</p>	<p>F. <i>Rica Orcullo Quejado is approved for Reciprocity license effective Thursday, December 21, 2017.</i></p> <p>G. <i>Janice D. Grantham is approved for apprentice license.</i></p> <p>H. <i>Janice D. Grantham is approved for examination.</i></p> <p>I. <i>Mrs. Tiong is approved to be temporary supervisor for Katarzyna Ozga-Outlaw until January 8, 2018.</i></p>
Other	<p>Mrs. Torres moved to send notification letter to Mariacy and Guam Community College regarding the change of hours for new enrollments under Manicurist. Change does not affect the last graduates of 2017. Mr. Hernandez seconded. All in favor.</p> <p>Ms. Narcis will draft a letter for applicants who failed examinations regarding requirement to take refresher courses. Will send to members for electronic approval.</p> <p>Mrs. Quiambao asked Ms. Narcis to send electronic copies of all forms and letters to board members for review before next board meeting.</p>	
Announcement	<p>The next Guam Board of Barbering and Cosmetology Regular Session Meeting is scheduled for Monday, January 8, 2017 at 9:00a.m, HPLO Conference Room</p>	
Adjournment	<p>Mr. Hernandez motioned to adjourn meeting at 10:19 a.m. Mrs. Tiong seconded. All in favor; motion carried.</p>	<p><i>Meeting adjourned at 10:19 am.</i></p>

