



**DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
BARBERS' HEALTH & SANITATION BOARD**

Minutes –December 30, 2025 – Special Board Meeting

President Toby Chavez called the teleconferenced meeting to order on Tuesday, December 30, 2025, the time was 6:32 P.M. this was a teleconferenced meeting.

Roll call was taken and present were, Mr. Chavez, Mr. Foley, Mr. Azzam , Mr. Raymon Green, Ms. Maestas and Mr. Joseph Ostunio the Boards DAG.

Mr. Chavez read the Purpose and Mission Statement of the Board. Our Purpose is to protect the public's health and safety who obtain professional barber services in the State of Nevada. Our Mission is to ensure that all barbers in Nevada are well qualified, adequately trained, and capable for providing hygienic professional service in a safe and healthy environment.

Public comment – There was no Public Comment.

Mr. Chavez made a motion to approve the agenda. Mr. Green seconded the motion, a vote was taken and all were in favor. Motion passed.

Mr. Foley made a motion to approve the minutes for the November 2, 2025 meeting. Mr. Azzam seconded the motion. Motion passed.

Ms. Maestas checked in on individuals on teleconference to make sure everyone could hear fine.

New Business

Agenda Item #6 – Ms. Maestas explained in the information that was sent to the Board members was Descriptions for Board Employee positions, including but not limited to Chief Executive Administrator, Administrative Assistant, Inspectors, and Proctors. She asked if there were any questions. Mr. Green asked that he saw there was a length of employment of 1 year. She explained that we do not have contracts on these positions and the fastest way to do this to get into compliance is to go through Manpower. We will have to pay 23% to Manpower and that will include Workman's Comp insurance. Mr. Azzam had questions on why do we have to bring in an outside agency to do this when Ms. Maestas is doing a good job. Mr. Ostunio states that this is the quickest way of getting into compliance with the State. He stated it would also cover 5% of payroll taxes. Mr. Azzam stated that he see's Manpower getting paid for nothing. Mr. Green has questions also on the amount we are paying Manpower. Mr. Ostunio also stated that Manpower has a contract with the State and this is the fastest way again to get into compliance. After much discussion, Mr. Foley made a motion to adopt descriptions for Board

Employees Positions including but not limited to Chief Executive Administrator, Administrative Assistant, inspectors and test proctors. Mr. Green seconded the motion. 3 in favor 1 opposed. Mr. Azzam opposed the motion. Motion Passed.

Agenda Item #7 – DAG Ostunio stated, under this agenda item, the Board is considering the appointment of a new Secretary-Treasurer. The Department of Business and Industry has communicated its interpretation that compensation for the Secretary-Treasurer is capped at \$3,600 per year pursuant to NRS 643.030. While there are differing interpretations regarding compensation for a full time position under current wage requirements such as minimum wage, the Board staff has elected to proceed in a manner that allows operations to continue efficiently and without delay. Accordingly, Antinette will step down from the Secretary-Treasurer position and assume the role of Chief Executive Administrator. In that role, she will continue to assist the Secretary-Treasurer in the performance of statutory and administrative duties as permitted by law. This item is before the Board for discussion and possible action regarding the appointment of a new Secretary Treasurer. He stated he would answer any questions. Mr. Chavez asked what the job of the secretary treasurer would be, Ms. Maestas stated that for checks and balances, they would approve payroll, they would sign off on minutes, check signing, reviewing and approving all financial documents. The Secretary Treasurer would not be required to come in and work in the office daily. It would be a second set of eyes on everything. DAG Ostunio stated it would be up to the Board if it is a paid position. Mr. Azzam asked what the urgency of all of these drastic changes is. DAG Ostunio stated that B & I has found some issues that need to be addressed. Ms. Maestas stated that we have to have contracts per the State to be in compliance. After much discussion, Mr. Chavez asked if anyone has any recommendations of who would like to be elected. Mr. Foley asked if Mr. Green would be willing to take this office. Mr. Chavez made a motion to elect Mr. Raymon Green as Secretary/Treasurer, Mr. Foley seconded the motion and all were in favor. Motion Passed.

Agenda Item #8 – DAG Ostunio stated, under this agenda item, the Board is considering entering into an arrangement with Manpower to provide human resources, payroll, and employment related services. Manpower maintains a contract with the State of Nevada to provide payroll and human resources services. Under the proposed arrangement, Manpower would charge 23% over base salary, which is intended to include coverage for workers' compensation insurance and a 5% contribution toward federal employment taxes. However, the Board received an email this evening indicating that the generation of employment agreements has been placed on hold by Manpower's risk management department. The Board is currently awaiting further guidance regarding whether worker's compensation insurance can be provided under this arrangement. If Manpower is unable to provide workers' compensation coverage, the Board may be required to obtain workers' compensation insurance through the State of Nevada at an additional cost, with no corresponding reduction to the 23 percent administrative fee charged by Manpower. All personnel would be employed by Manpower on behalf of the Nevada State Barbers' Health and Sanitation Board, while continuing to perform services exclusively for the Board, subject to resolution of these outstanding issues. This item is presented for discussion and possible action. He stated he was willing to answer any questions. Mr. Foley made a motion to approve Manpower for human resources, payroll and benefits. Mr. Azzam seconded the motion. All were in favor. Motion Passed.

Agenda Item #9 – Dag Ostunio stated, for this item, it is proposed that the Board authorize the Chief Executive Administrator and Secretary Treasurer to execute employment agreements generated by Manpower on behalf of the Board, once finalized, for the following positions, individuals, and compensation rates: Chief Executive Administrator, Antinette Maestas would receive \$12.00 per hour, Administrative Assistant, Colleen Chavez would receive \$150.00 per day, Inspectors, Ossiris Lynch,

Christopher Jones, and Billy Coleman, would receive \$150.00 per day, Test Proctors, Derrick Talley, Eloy Maestas, and Johnnie Williams would receive \$300.00 per day of testing. These agreements would govern the terms of employment and compensation for Board personnel provided through Manpower and ensures consistency with applicable employment, payroll, and administrative requirements. This item is before the Board for discussion and possible action. He stated he was willing to answer any questions. Mr. Azzam asked if \$12 an hour is even minimum wage. DAG Ostunio answered that this is minimum wage. He states that Ms. Maestas has been working under minimum wage. Mr. Foley made a motion to adopt employment agreements for Board Employees at proctors making \$300.00 a day, Inspectors making \$150.00 a day per 8 inspections, Ms. Maestas making \$12.00 per hour, Administrative Assistant making \$150.00 per day. Mr. Azzam seconded the motion. Mr. Chavez abstained from voting. 3 were in favor 1 abstained. Motion Passed.

Agenda Item #10 – DAG Ostunio stated this agenda item is presented as a contingency measure. In the event that Manpower determines it is unable to provide workers' compensation insurance as part of its service arrangement, the Board may need to purchase workers' compensation insurance directly through the State of Nevada in order to maintain compliance with applicable requirements. Mr. Foley made a motion to approve Mr. Green and Ms. Maestas to purchase workers compensation insurance through the State of Nevada contingent if there is a problem with Manpower. Mr. Azzam seconded the motion all were in favor. Motion Passed.

Agenda Item #11 - Ms. Gwen Braimoh of Expertise Barber Program was on the phone asking for a waiver of NAC 643.500. The school is in the process of their final inspections for accreditation for NACCAS. When they visited the school they are not able to accredit the Barber Program located at 535 E. Lake Mead, North Las Vegas, because the main campus is a Cosmetology School located at 1911 Stella Lake, Las Vegas, Nevada, is over .25 miles. What she is asking for is to be able to offer classroom space at the Cosmetology School. The Cosmetology school will be closed when these classes are being held. Mr. Chavez asked if the training would only be theory classes. Ms. Braimoh stated that yes, only theory would be held at the Stella Lake location. All practical would be done at the barber school. Mr. Green asked if it is the only way to get financial aid is to use the Stella Lake location. Ms. Braimoh answered that is the only way is to use both locations, but only theory would be done at the Cosmetology School. Mr. Chavez asked if any Cosmetology would be done when the barber students are there. Ms. Braimoh answered that the Cosmetology School would be closed at the time of Barber Students would be there. Mr. Foley made a motion to approve Ms. Gwen Braimoh's wavier of NAC 643.500. To allow Ms. Braimoh to hold theory at the different location. All were in favor. Motion Passed. Ms. Braimoh asked if she could get a letter from the Board stating that this was approved. She was told she would have it tomorrow.

Public Comment - There was no public comment.

Mr. Foley made a motion to adjourn the meeting, Mr. Azzam seconded and all was in favor. The time was 5:36 P.M.

There being no further business before the Board the meeting was adjourned.

Submitted by: Cherelle Maestas

Antinette Maestas, Secretary/Treasurer

Approved this 27th day of January, 2026, by:

Toby Chavez, President

Joseph Foley, Vice President

Ihsan Azzam, Health Officer

Raymon Green, Board Member