

BOARD OF BARBERING AND COSMETOLOGY

Professional and Vocational Licensing Division
Department of Commerce and Consumer Affairs
State of Hawaii

MINUTES OF MEETING

Date: Wednesday, April 11, 2012

Time: 9:00 a.m.

Place: King Kalakaua Conference Room
King Kalakaua Building
335 Merchant Street, 1st Floor
Honolulu, Hawaii 96813

Present: Lance M. Marugame, Barber Member, Chairperson
Lee Ann Apao, Cosmetology Member, Vice-Chairperson
Angela Howard, Public Member
June J. Takano, Public Member
Rodney J. Tam, Deputy Attorney General
Laureen M. Kai, Executive Officer
Lori Nishimura, Secretary

Absent: Alexander Choi, Public Member

Excused: Carla M. Morioka, Cosmetology Member

Guests: Chad Nelson, Fantastic Sams
Margaret Williams, Hawaii Institute of Hair Design

Agenda: The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by Hawaii Revised Statutes ("HRS") section 92-7(b).

Call to Order: There being a quorum present, the meeting was called to order at 9:07 a.m. by Chairperson Marugame.

Additions/
Revisions to
Agenda: None.

Minutes of the
February 8,
2012 Board
Meeting: It was moved by Vice-Chairperson Apao, seconded by Ms. Howard, and unanimously carried to approve the minutes of the February 8, 2012 Board Meeting, as circulated.

Chairperson Marugame recessed the meeting at 9:08 a.m. to discuss and deliberate on the following adjudicatory matter pursuant to HRS chapter 91:

Chapter 91, HRS, Adjudicatory Matters: A. In the Matter of the Beauty Operator's License of Susan Nguyen; BAR 2011-3-L

Ms. Kai provided a brief summary of the case:

- Respondent is the designated beauty operator for hairdresser services at Lahaina Hair and Nails ("shop");
- Regulated Industries Complaints Office ("RICO") issued citations for unlicensed beauty operator activity to two (2) employees of the shop, who were not licensed and were engaged in beauty operator activity without being supervised by Respondent, which are violations of HRS section 439-19(a)(3), permitting an unlicensed person to perform activities which require a license.

The terms of the Settlement Agreement ("SA") are:

- Respondent agrees that she must supervise any apprentices or temporary permittees who are employed by the shop;
- Respondent must pay a \$250 administration fine;
- Should Respondent fail to make payment of fine or to timely comply with the terms of the SA, Respondent's license shall be automatically revoked without a hearing upon RICO's filing of an affidavit with the Board attesting to such failure; and
- The Board may pursue additional disciplinary action as provided by law as the Board deems appropriate.

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the Settlement Agreement Prior to Filing of Petition for Disciplinary Action and Board's Final Order.

B. In the Matter of the Barber Shop License of Tuoi T Pham Hair Styling LLC dba T's Hair and Nails Salon and the Barber's License of Tuoi Thi Pham; BAR 2011-8-L

Ms. Kai provided a brief summary of the case:

- RICO investigators found (on two occasions) that Respondents did not display the licenses of all the barbers working in the shop, including the license for Respondent Pham, which are violations of HRS section 438-14(a)(6), failing to display licenses as provided in this chapter, and HAR section 16-73-41(b), shop owner or person in charge shall ensure that licenses are conspicuously displayed adjacent to work stations.

The terms of the Settlement Agreement ("SA") are:

- Respondents agree that only properly licensed barbers and beauty operators are allowed to work in shop and that all licenses are to be conspicuously displayed;
- Respondents must pay a \$500 administrative fine;
- Should Respondents fail to make payment of fine or to timely comply with the terms of the SA, Respondents' licenses shall be automatically revoked without a hearing upon RICO's filing of an affidavit with the Board attesting to such failure; and
- The Board may pursue additional disciplinary action as provided by law as the Board deems appropriate.

After discussion, it was moved by Vice-Chairperson Apao, seconded by Ms. Howard, and unanimously carried to approve the Settlement Agreement Prior to Filing of Petition for Disciplinary Action and Board's Final Order.

At 9:19 a.m., the Board reconvened its scheduled meeting and immediately followed with the Executive Session.

Executive
Session:

At 9:19 a.m., it was moved by Vice-Chairperson Apao, seconded by Ms. Howard, and unanimously carried for the Board to enter into Executive Session to consider and evaluate personal information relating to individuals applying for licensure in accordance with HRS section 92-5(a)(1), and to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities in accordance with HRS section 92-5(a)(4).

EXECUTIVE SESSION

At 10:10 a.m., it was moved by Vice-Chairperson Apao, seconded by Ms. Howard, and unanimously carried for the Board to move out of Executive Session. The Board immediately recessed the meeting.

At 10:16 a.m., the meeting reconvened.

Applications:

A. Ratification of Issued Licenses

After discussion, it was moved by Vice-Chairperson Apao, seconded by Ms. Howard, and unanimously carried to ratify the list of issued licenses attached (see, attached list).

B. Examination and License

(1) ARNOLD, Jason (Barber)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the barber application for examination and license for Jason Arnold.

(2) ROTH-TIJERINA, Maria T. (Beauty Operator–Esthetician)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the beauty operator application for examination and license, in the esthetician category, for Maria T. Roth-Tijerina.

C. Restoration of Licenses

(1) ANNIE Y CORP (BSH 2640)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty shop license of ANNIE Y CORP.

(2) HOVIND, Gina S. (BEO 10640)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty operator's license of Gina S. Hovind.

(3) ISHIKAWA, Donna M. (BEO 4196)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty operator's license of Donna M. Ishikawa.

(4) LOGAN, Lorisa M. (BEO 10550)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty operator's license of Lorisa M. Logan.

(5) MALAQUI, Noreen H. (BEO 6973)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty operator's license of Noreen H. Malaqui.

(6) NONAKA, Shari T. (BSH 3020)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty shop license of Shari T. Nonaka.

(7) SHIMAMURA, Lore C. (BEO 10898)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty operator's license of Lore C. Shimamura.

(8) STUBBS, Laura S. (BEO 12393)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty operator's license of Laura S. Stubbs.

(9) UYEHARA, Cynthia L. (BEO 4295)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the beauty operator's license of Cynthia L. Uyehara.

(10) VU, Helen N. (BAR 2783)

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to approve the restoration of the barber's license of Helen N. Vu.

D. Beauty Operator Apprentice

(1) WILLIAMS, Tina Marie

Executive Officer Kai stated Tina Marie Williams, a licensed barber, is requesting approval from the Board to accept her barber training to be used to partially fulfill the apprenticeship beauty training requirement for a cosmetologist's license. Ms. Kai further stated that Ms. Williams intends to then work as an apprentice under a licensed cosmetologist who is employed at her barber shop to earn the remainder of training hours required. Board members noted that the situation, as described in Ms. Williams' request, does not meet the definition of "cross-over training", which allows beauty school training hours to be used together with apprenticeship training hours to meet the training requirement, pursuant to HRS chapter 439, and determined that there was no similar provision in the barber statutes in HRS chapter 438.

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to deny Ms. Williams' request because the Board's laws and rules do not allow for the substitution of barber school training hours for the beauty operator apprenticeship hours that are required for a cosmetologist's license.

The Board further suggested the following options to be communicated to Ms. Williams:

- Earn the required 1800 training hours at any licensed beauty school in the State; or
- Earn the required 3600 training hours as an apprentice under the supervision of a licensed cosmetologist, which includes working as an apprenticeship under the supervision of the licensed cosmetologist employed in her barber shop; or
- Earn a combination of both, with the understanding that, pursuant to Hawaii Administrative Rules section 16-78-19, she will be credited with one-half the number of training hours if transferring from an apprenticeship to a school or credited with double the number of training hours if transferring from a school to a beauty shop apprenticeship situation.

Legislation
and Rules:

A. 2012 Legislative Proposals

(1) Senate Bill No. 2007, Relating to Cosmetology

Executive Officer Kai informed the Board that Senate Bill No. 2007, which proposes to amend HRS section 439-12(f), by authorizing the Board to accept the prior experience of an applicant for a beauty operator's license in lieu of beauty instructor training to fulfill the educational requirements for an instructor's license, was not granted a hearing and therefore, died.

B. Hawaii Administrative Rules ("HAR")

(1) Repeal of HAR Section 16-73-29

The Executive Officer stated that, as decided by the Board earlier, this amendment to the administrative rules relating to barbering would be combined with other rule revisions that are identified by the Board.

(2) Other Amendments to HAR Chapter 16-73

Executive Officer Kai reiterated that Ms. Morioka had volunteered to review Hawaii Administrative Rules chapter 16-73 to determine if there were other amendments that the Board may want to propose to be included in a more comprehensive revision of this rules chapter, and further that this agenda item will be tabled due to Ms. Morioka's excused absence.

Examinations: A. Results of Cosmetology Examinations Administered
January 2012

Executive Officer Kai provided the following results of the Cosmetology examinations administered January 2012:

Total Examinations Scheduled	265
Total Examinations Administered	253
Total Examinations Passed	115
Total Passed Percentage	45%
Total Examinations Failed	138
Total Fail Percentage	55%

B. Results of Barber Examinations Administered March 6-9, 2012

Executive Officer Kai provided the following results of the Barber examinations administered March 6-9, 2012:

Total Examinations Administered	47
Total Examinations Passed	19
Total Passed Percentage	40%
Total Examinations Failed	28
Total Fail Percentage	60%

Scope of
Practice:

Executive Officer Kai stated that the Board has been receiving numerous inquiries on whether the following practices fall in the scope of practice of cosmetologists, estheticians, and barbers.

A. Treatments Using Laser/Intense Pulsed Light (IPL); Photo Facial; Green Light Laser; Oxy-Blast; Sonic Youth; Collagen Rejuvenation; Radio Frequency or Visage

Executive Officer Kai informed the Board of its past determination prohibiting the use of lasers by its licensees; however, these other services and treatments may or may not include the use of lasers. After discussion, the consensus of the Board was to reaffirm its decision prohibiting the use of lasers by its licensees, and further to prohibit the performance of treatments using laser/intense-pulsed light (IPL), photo facial, green light laser, oxy-blast, Sonic Youth, collagen rejuvenation; radio frequency; and Visage.

B. Permanent Eyelash Extensions

Executive Officer Kai informed the Board of its past determination that the application of permanent eyelash extensions falls under the scope of practice of an esthetician, cosmetologist, and barber. After discussion, the consensus of the Board was to reaffirm its decision that the application of permanent eyelash extensions falls within the scope of practice of an esthetician, cosmetologist, and barber.

C. Tinting of Eyelashes and Eyebrows

Executive Officer Kai informed the Board of its past determination that the tinting of eyelashes and eyebrows is prohibited to be provided by any of the Board's licensees. Discussion ensued, and Vice-Chairperson Apao, a licensed cosmetologist, informed the Board that tinting products specifically designated for use on eyelashes and eyebrows are available for purchase and use in the profession.

After discussion, the consensus of the Board was to allow the practice of eyelash and eyebrow tinting, limited to the use of products specifically designated for use in the eye area, and further, that the service falls within the scope of practice of an esthetician, cosmetologist, and barber.

D. Microdermabrasion

Discussion ensued on microdermabrasion and the differences between the ratings issued by the manufacturers of the equipment used in the treatment, e.g., esthetician-grade and physician grade. After discussion, the consensus of the Board was to rely upon the grade determination provided by the equipment manufacturer to prohibit the use of physician grade microdermabrasion and to allow the use of esthetician grade microdermabrasion, and further, that the treatment falls within the scope of practice of an esthetician, cosmetologist, and barber.

E. Chemical Peels

Discussion ensued on chemical peels relating to the variance in glycolic acidity levels of different products used in chemical peels. Ms. Howard stated that products with different glycolic acidity levels are available on the market, but that she was

uncertain about the degree and each level's effect on the skin, and further stated that she would volunteer to research this procedure and apprise the Board of her findings.

F. Commedone Extractions

Discussion ensued on comedone extractions which Vice-Chairperson Apao explained is not the same as treatments using a lancet, which the Board has prohibited due to the shaving of skin with its blade type material. Ms. Apao stated that a comedone extraction tool has no sharp ends and that the pressure it exerts on the skin allows for the safe and expedient removal of blackheads. The consensus of the Board was to determine that comedone extractions fall within the scope of practice of an esthetician, cosmetologist, and barber.

G. Fish Pedicures

Executive Officer Kai reiterated that the service known as "fish pedicure" was an ongoing Board discussion with no official decision on whether it is allowed in Hawaii. Chairperson Marugame stated that he has learned that the Department of Health would not prohibit it; as it was their understanding that UV light could be used to disinfect the water in which the fish cleansed the customer's feet. After discussion, the consensus of the Board was to disallow fish pedicures due to sanitation and public health concerns.

H. Specific Practice Requirements Included in Services Provided by Nail Technicians

Executive Officer Kai informed the Board that both beauty school and apprenticeship training curriculums for nail technicians include "hair removal" as part of the practical application component. She further stated that the curriculums also included "aromatherapy" and "spa treatments" as part of the theory component. Discussion ensued on whether these services should be part of the training for a nail technician's license. It was the consensus of the Board that "hair removal" should not be part of the training curriculums, while "aromatherapy" and "spa treatments" should be retained in the curriculums.

It was moved by Vice-Chairperson Apao, seconded by Ms. Howard, and unanimously carried to approve the Board's consensus positions as stated in the respective discussions above.

Requirement for
Apprentice to
Re-register with
Board Upon
Change in
Supervising Beauty
Operator:

Executive Officer Kai informed the Board that an apprentice who had identified her supervising beauty operator as required when she had registered with the Board as an apprentice had worked for a period of time and accumulated a number of training hours. This supervising operator subsequently left the shop and the apprentice had been assigned to a different supervising operator. The apprentice did not re-register and notify the Board of this change. The Board has been asked to allow the apprentice to be credited with the training hours earned with the non-registered supervising operator. Discussion ensued on Hawaii Administrative Rules section 16-78-19(a)(2), which states that the apprentice is responsible for informing the Board of any changes to the apprentice's supervising beauty operator.

At 11:00 a.m., it was moved by Vice-Chairperson Apao, seconded by Ms. Howard, and unanimously carried for the Board to enter into Executive Session to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities in accordance with HRS section 92-5(a)(4).

EXECUTIVE SESSION

At 11:12 a.m., it was moved by Vice-Chairperson Apao, seconded by Ms. Howard, and unanimously carried for the Board to move out of Executive Session.

After discussion, it was moved by Ms. Howard, seconded by Vice-Chairperson Apao, and unanimously carried to deny the apprentice's request to allow the credit of training hours earned prior to registering changes in the supervising beauty operator with the Board, pursuant to HAR 16-78-19(a)(6), and further that it is the apprentice's responsibility to notify the Board of any changes relating to the apprentice's supervising beauty operator.

DAG Tam left the meeting at 11:15 a.m.

Chair/Booth
Rental Beauty
Shops:

Executive Officer Kai stated that currently, while the Board requires that a beauty operator who rents a chair/booth also obtain a beauty shop license, and may share the sanitation clearance issued by the Department of Health with the actual beauty shop licensed, this practice and policy determination has not been memorialized in past Board meeting minutes.

It was reaffirmed by Board consensus that based on the statutory definition of a "beauty shop", a beauty operator who rents a chair/booth in a physical shop is required to obtain a beauty shop license for that chair/booth.

Open Forum: None.

Next Board Meeting: Wednesday, June 27, 2012
9:00 a.m.
Queen Liliuokalani Conference Room
King Kalakaua Building, 1st Floor
Honolulu, Hawaii 96813

Announcements: Vice-Chairperson Apao stated that she will not be able to attend the next Board meeting. Executive Officer Kai reminded Board members to notify the Board's office in advance of any meetings that they are unable to attend.

Adjournment: There being no further business to discuss at this time, the meeting was adjourned at 11:20 a.m.

Taken and recorded by:

/s/ Lori Nishimura

Lori Nishimura, Secretary

Reviewed and approved by:

/s/ Laureen M. Kai

Laureen M. Kai, Executive Officer

LMK:ln
05/09/12

[X] Minutes approved as is.
[] Minutes approved with changes. See Minutes of _____

LTYPE	LIC NUM	BP NAME PART 1
BEO	19096	ALICIA M <RATCLIFF<
BEO	19097	KIMBERLY C <LAU<
BEO	19098	JANELLE B <NIEVA<
BEO	19099	DONNA R <DISHER<
BEO	19100	RAELYNN K <VILLARUEL<
BEO	19101	MONA G F <COLE<
BEO	19102	EVE H <GRAFF<
BEO	19103	JAMIE E <TOKUMOTO<
BEO	19104	VIVIAN T <OME<
BEO	19105	BRANDISE M S <BROCKINGTON<
BEO	19106	CHRISTOPHER C <LIN<
BEO	19107	BRITTANY N <RITS<
BEO	19108	TARYNN M <NAGO<
BEO	19109	EMIKO K <SINGH<
BEO	19110	ALANA J <YEE<
BEO	19111	SHOKO Y <BORJA<
BEO	19112	FLORLYN A <UECHI<
BEO	19113	YUMIKO <ELLINGTON<
BEO	19114	YUMIKO <LEBRETON<
BEO	19115	ALIXANDRA K <GOEAS<
BEO	19116	HARUMI <UCHIDA<
BEO	19117	YUMIKO <GOTO<
BEO	19118	KEAHI <VERDUSCO<
BEO	19119	YORIKO <FUJII<
BEO	19120	SACHA MARY <LATORRE-KRAUSS<
BEO	19121	ANNETTE M M <GOMES<
BEO	19122	RENA-MARIE K <TANIGUCHI-FU<
BEO	19123	ARENDJE A <TAKATA<
BEO	19124	SALINA L <MCELREATH<
BEO	19125	MINAKO <HAYASHI<
BEO	19126	YUKI N <KIM<
BEO	19127	DEBRA A <SPUNG<
BEO	19128	MARTHA S <KEITH<
BEO	19129	AMANDA E <BIEL<
BEO	19130	ROANNE M <WAMIL<
BEO	19131	KAYO <MIZUNO<
BEO	19132	KAORI H <KAJI<
BEO	19133	ROZELLE G <GRAHAM<
BEO	19134	ELLEN J <KERSHAW<
BEO	19135	ROSALYNN <HOOMIRATANA<
BEO	19136	SHERIE-LYN C <CARVALHO<
BEO	19137	YUKI <FUKUDA<
BEO	19138	KUMIKO <GARCIA<
BEO	19139	NAOMI <YAMAZAKI<
BEO	19140	ANNA L <CHAN<
BEO	19141	LIEREN M <PEARSON<
BEO	19142	SARITA L L <HOPPER<
BEO	19143	BRITTNEY R <NUGEN<
BEO	19144	WHITNEY L <PHILLIPS<
BEO	19145	MARISSA E <WINSTEAD<
BEO	19146	ANGELINA S <WEYGAND<
BEO	19147	PATRICIA <WAIALAE<
BEO	19148	LOURDES C <VAZQUEZ<
BEO	19149	GEOFFRY T <BENTON<
BEO	19150	DIANA K <BOWMAN<
BEO	19151	YOSHINO <OKUBO-SMITH<
BEO	19152	TRINA K <HALL<

LTYPE	LIC NUM	BP NAME PART 1
BEO	19153	CASSANDRA J R <NAMNAMA<
BEO	19154	LISA M <KRUZAN<
BEO	19155	SANDRA A <RAVIS<
BEO	19156	YURIYA <MATSUMOTO<
BEO	19157	DIANNE <SUTHERLAND<
BEO	19158	LAURA G <TALIAFERRO<
BEO	19159	MAI <SUZUKI<
BEO	19160	CHERYL A <LORCH<
BEO	19161	CYNTHIA A <STEWART<
BEO	19162	SHAYLA A M <SOARES-LUMANLAN<
BEO	19163	EMMANUEL <SANCHEZ<
BEO	19164	JUSTINE M <ROBINSON<
BEO	19165	AKIKO A <RICHARD<
BEO	19166	MICHAELA R <RAMOS<
BEO	19167	WILLIE R <PARKER<
BEO	19168	JIN KIM <ORITE<
BEO	19169	AYAKO <MURAKAMI<
BEO	19170	ROBIN S <MILANI<
BEO	19171	MARGARET P <MCMILLEN<
BEO	19172	MINEAKI <MATSUNAGA<
BEO	19173	MAREN L <LORENZ<
BEO	19174	QIAOYUN <LIANG<
BEO	19175	NICOLE M <LESH<
BEO	19176	DUNG ANH <LE<
BEO	19177	CAROLINE M <LAROYA<
BEO	19178	ROBIN S <KUTKOWSKI<
BEO	19179	RYAN V <KENNEDY<
BEO	19180	SARAH A <JONES<
BEO	19181	ALYSSA D E <HOGAN<
BEO	19182	JENNIFER L <HALEY<
BEO	19183	JOY K <FURUSHIMA<
BEO	19184	KELLY L <EDWARDS<
BEO	19185	EUISUN <CARSON<
BEO	19186	JENNY R <HEARTSONG<

LTYPE	LIC NUM	BP NAME PART 1
BSH	4827	PURE BEAUTY SALONS & BOUTIQUES INC
BSH	4828	MYONG HUI K <BANNISTER<
BSH	4829	BEAUTY SALON LLC
BSH	4830	SUZIE J <VOGLER<
BSH	4831	JULIETA <RAMOS<
BSH	4832	RENEE L <BEE<
BSH	4833	MARTHA ANN K <AQUINO<
BSH	4834	ARDYTH Y <DI ANGELO<
BSH	4835	KATHERINE E <OROPALLO<
BSH	4836	CHRISTINA M <BAKEMAN<
BSH	4837	JEFFIE <HARRIS< L L C
BSH	4838	HOT NAILS SALONS INC
BSH	4839	HOT NAILS SALONS INC
BSH	4840	KAHALA STACE INC
BSH	4841	CONLIN INTERESTS LLLP
BSH	4842	ASHLEY N <MURAKAMI<
BSH	4843	QUOC VIET <HUYNH<
BSH	4844	FRIENDLY NAILS LLC
BSH	4845	KAMA'AINA KUTS LLC
BSH	4846	KC'S UNIQUE HAIR STUDIO LLC
BSH	4847	NATURAL BEAUTY SPA & MASSAGE LLC
BSH	4848	FACIALS BY JUNE LLC
BSH	4849	ORCHID HOTEL PARTNERS LLC
BSH	4850	THE <BLACK< CAT HAIR STUDIO INC

LTYPE	LIC NUM	BP NAME PART 1
BAR	3357	DELWIN G <TAYLOR<
BAR	3358	RILEY D <SIARIS<
BAR	3359	TIARE M W <SOUZA<
BAR	3360	ASHLEY L <WILSON<

LTYPE	LIC NUM	BP NAME PART 1
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BAS	1517	SIRI'S HAIR DESIGNS LLC
BAS	1518	OSCAR W <OLGUIN<
BAS	1519	THUY DIEM <LE<

LTYPE	LIC NUM	BP NAME PART 1
I	12384	MONICA <TUDELA<
I	12385	HAYWOOD D <TAYLOR<