

Minutes

MS State Board of Cosmetology

March 25, 2013

Board Members Present:

Dorothy Ennis, President
Shelley Harsin, Secretary
Leisa McElreath, Member
Teresa Whitman, Member
Waylon Garrett, Member

Board Staff Present:

Cynthia Johnson, Executive Director
Wade Hampton, School Coordinator (absent – monitoring MIBA Hattiesburg, MS)

Legal Counsel Present:

Margarette Meeks, MS Attorney General's Office

Call To Order

The meeting was called to order at 9:09 a.m. in the MS State Board of Cosmetology Office, located at 239 N. Lamar St., Suite 301 in Jackson, MS.

Approval of Agenda

A motion was made by McElreath, seconded by Harsin and unanimously passed, to approve the agenda.

Approval of Minutes

A motion was made by McElreath to approve the minutes from February 11, 2013, seconded by Whitman and unanimously passed.

School Coordinator's Report

Johnson presented school coordinator's report in Wade Hampton, school coordinator's absence.

Hampton conducted the following PR visits:

- February 25, 2013 Pearl River Community College
- February 25, 2013 Jones County Community College
- March 5, 2013 Tupelo Academy of Cosmetology
- March 5, 2013 Boonville Academy of Cosmetology
- March 15, 2013 Delta Beauty College

We currently have 426 signatures for the Specialty Cosmetology Tag.

Initial Inspection for Ya'Neq Creations Beauty Academy was completed on February 25, 2013 by Ennis and Hampton. School is not ready for final inspection. Motion was made by McElreath to deny final approval until school has been reinspected, seconded by Whitman and unanimously passed.

Final Inspection for KC's School of Hair Design was completed on March 3, 2013 by Harsin and Hampton. Motion was made by Harsin to grant final approval, seconded by McElreath and unanimously passed.

Inspection for Creative Cosmetology University of America was completed on March 3, 2013 by Harsin and Hampton. Motion was made by Whitman to grant final approval, seconded by Garrett and unanimously passed.

Request for Final Inspection of Virginia College Jackson relocation was made. Motion was made by McElreath to approve Final Inspection, seconded by Harsin and unanimously passed. Garrett and Hampton to inspect. Virginia College President was on hand to invite to the Grand Opening, May 2, 2013.

Request for Inspection of Mississippi Institute of Aesthetics, Nails & Cosmetology #2, Meridian with waiver of Initial Inspection. Motion was made by Whitman to approve initial inspection and deny waiver request, seconded by Garrett and unanimously passed. Whitman and Hampton to inspect.

Inspectors' Report

No items were discussed.

Executive Director's Report

Fingerwave and Pin Curl standard setting results approval request was submitted to the board. A motion was made by Whitman to table discussion for executive session, seconded by McElreath and unanimously passed.

Candidate Examination Registration Process was discussed regarding candidates continuing to for exam without proper board approval. Recommendation was made by Attorney Meeks that board authorization letter be submitted by candidate to Pearson Vue Examiner upon entry and without proper documentation candidate would be denied entrance. Motion was made by McElreath to request Pearson Vue's acceptance of recommendation, seconded by Harsin and unanimously passed.

Buddy Sharpe of Accessible Computer Experts (ACE), LLC along with Jeremy Fayard presented to the Board information on how ACE would be able to assist in managing all desktop software issues on a contract bases versus on an emergency basis with its ProActive Plus Plan. They indicated that they are available to assist with the current issues the agency is facing when it comes to upgrading its technology.

Johnson presented the following for Continuing Education Approval Request for the following:

MCA 2013 Spring/Summer Trend Release

April 8, 2013

8:00 a.m. – 3:00 p.m.

Muse Center Pearl, MS

Requested Hours: 5 hours for Cosmetologist, Manicurist Esthetician and Instructor

Received: 2/12/13 >45 days

Motion was made by Harsin to approve hours, seconded by Whitman and unanimously passed. Whitman and Garrett to monitor.

MCA META 051 Spring/Summer Trend Release

April 28, 2013

9:00 a.m. – 3:00 p.m.

BancorpSouth Center

Tupelo, MS

Requested Hours: 5 hours for Cosmetologist, Manicurist, Esthetician and Instructor

Received: 2/13/13 >45 days

Motion was made by McElreath to approve hours, seconded by Whitman and unanimously

passed. Harsin and McElreath to monitor.

MS SOTA of Cosmetology Instructors' 2013 Seminar
October 20 – 21, 2013
8:00 a.m. – 4:00 p.m. (daily)
Jackson Medical Mall (Community Room)
Jackson, MS
Requested Hours: 14 hours for Cosmetologist & Instructor (5 hrs of Methods included)
Received: 2/25/13 >45 days

Motion was made by Whitman to approve hours, seconded by Garrett and unanimously passed. Whitman and Garrett to monitor.

Cinderella Hair Extensions (2-Day Seminar)
Classic Extensions: Hands-On & Theory
Date, Time and Location: TBD Once Approved
Requested Hours: 16 hours for Cosmetologist
Received: 2/19/13

Cinderella Hair Extensions (1-Day Seminar)
I.T.S. Extensions: Hands-On & Theory
Date, Time and Location: TBD Once Approved
Requested Hours: 8 hours for Cosmetologist
Received 2/19/13

Motion was made by Whitman not to approve hours without detail of Date, Time and Location; seconded by Garrett and unanimously passed.

Motion was made by Whitman to take a 5 minute recess, seconded by Harsin and unanimously passed.

The following schools were scheduled to meet with the Board regarding pass/fail ratio in accordance with Rule 309:

- | | | |
|------------------------------------|-------------|-----------------|
| • Career Development Centeer | Written 21% | Tondia Lewis |
| • Coahoma Community College | Written 64% | Shirley Hicks |
| • Creations college of Cosmetology | Written 59% | Carolyn Donahue |
| • East MS Community College | Written 62% | Coretta Johnson |
| • Final Touch | Written 50% | absent |
| • Hinds/Utica Community College | Written 46% | Gloria Blackmon |
| • Holmes County CC | Written 50% | Debbie Coker |

- Nail Academy 2000 Written 63% Barbara Allen
- Southwest Community College Written 62% Vicki McCaffrey

All representatives were required to submit a compliance plan to the board office within 30 days of this meeting.

Johnson informed the Board of the MS Department of Education (DOE) notification of rewriting the Secondary School Program. DOE inquired of the boards stance on the high school programs before initiating the rewriting process. The Board requested that a (DOE) representative to present at the next available board meeting.

Johnson made a request of the following Registered Complaints to investigate.

C2013-002	Pedicure Injury
C2013-003	Unlicensed Workers
C2013-004	Unlicensed Workers
C2013-005	Sanitation
C2013-006	No Hot Water
C2013-007	Salon withholding practitioner's license

Motion was made by Harsin to investigate, seconded by Whitman and unanimously passed.

A request for administrative hearings for the follow cases:

H-014-2013	73-7-19	Expired Cosmetology License
H-015-2013	73-7-35(2)	Allowing unlicensed practitioner to practice (REPEAT)

Motion was made by Whitman for administrative hearing request, seconded by McElreath and unanimously passed.

Motion was made by Garrett to change the May Board Meeting/Administrative Hearings to May 13, 2013, to not conflict with CE event, seconded by Whitman and unanimously passed.

Legal Counsel's Report

Meeks reported that Board Rules and Regulations were formatted by Meeks to the new APA format requested by the Secretary of State's Office. Johnson submitted completed format to the Secretary of State's Office on March 15, 2013 to comply.

Motion was made by Garrett to recess 30 minutes for lunch, seconded by Harsin and unanimously passed.

The meeting resumed at 1:30 p.m.

Motion was made by Whitman for Meeks to attend NIC Region Meeting in Charlotte, NC, seconded by McElreath (opposed by Ennis – Agency should not pay for Board Attorney to attend) and unanimously passed.

Executive Session

Motion was made by Harsin to consider the need for executive session, seconded by Whitman and unanimously passed.

The need to enter into Executive Session for the following was established: a) candidate application for examination review, b) candidates entering cosmetology program, c) job performance and responsibilities of specific individuals, and d) appealable order.

Motion was made by McElreath to enter into executive session, seconded by Garrett and unanimously passed.

Motion was made by McElreath to come out of executive session, seconded, by Whitman and unanimously passed.

The following was reported out from executive session:

- Seward to sit for examination
- Vo approved to enter into cosmetology program
- Young approved to enter into cosmetology program
- Gillean ordered to pay proper fine within 31 days of signed order

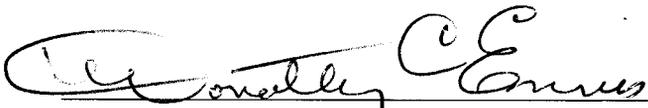
Motion was made by McElreath to revise list of necessary documents for felony applicants for enrollment or examination, seconded by Whitman and unanimously passed.

	Enrollment	Examination
1.	Letter from Applicant - explanation of conviction	Letter from Applicant - explanation of conviction
2.	Letter from Department of Corrections	Letter from Department of Corrections
3.	Employer (current or past)	Employer (current or past)
4.	Letter from School	Letter from School

Adjournment

Motion was made by McElreath to adjourn, seconded by Whitman and unanimously carried. There being no further business the meeting was adjourned at 4:45 p.m.

Approved this the 22nd day of April, 2013.



 Dorothy Enns, President



 Shelley Harsin, Secretary

Absent

 Leisa McElreath, Member



 Teresa Whitman, Member



 Waylon Garrett, Member