

MISSISSIPPI STATE BOARD OF COSMETOLOGY

EMERGENCY BOARD MEETING

January 3, 2018 3:00 PM

Robert E. Lee Building
239 North Lamar Street, Suite 303
Jackson, MS 39201

MINUTES

Board Members Present:
Dorothy Ennis, President
Darlene Smith, Secretary
Donald Vaughn, Member
Deborah Coker, Member
Hilda Bills, Member

Others Present:
Sharon Clark, Executive Director
Wm. Jeffrey Jernigan, Board Attorney

Board President Ennis called the meeting to order at 3:00 PM. Board Secretary Smith called for a roll call. Board members Ennis, Smith, Vaughn, Coker and Bills were present on the call.

There were no members of the public present.

Board President Ennis stated that this emergency board meeting was needed to discuss the employee selected for the Administrative Assistant I position, PIN 15.

Board Member Bills made a motion to approve the agenda. Board Secretary Smith seconded the motion. The Board voted unanimously 5-0 to pass the motion.

Board Member Vaughn made a motion to determine the need for executive session. Board Member Coker seconded the motion. The Board voted unanimously 5-0 to pass the motion.

Board Member Vaughn made the motion to enter executive session. Board Member Bills seconded the motion. The Board voted unanimously 5-0 to pass the motion.

The Board entered executive session at 3:04 PM.

Executive Director Clark advised the Board that interviews were complete and a selection had been made. Executive Director Clark recommended Kimberly Allen to fill the vacant Administrative Assistant I position, PIN 15.

Board Member Vaughn made a motion to hire as probationary employee. Board Secretary Smith seconded the motion. The Board voted unanimously 5-0 to pass the motion.

Board Member Coker moved to exit executive session and it was seconded by Board Member Vaughn. The Board voted unanimously 5-0 to exit executive session.

Board Attorney Jernigan noted that the Board voted to approve the recommendation of Kimberly Allen for PIN 15.

A motion was made by Board Member Bills to adjourn the Board Meeting at 3:20 PM. The motion was seconded by Board Member Vaughn. The Board voted unanimously 5-0 to pass the motion to adjourn.

Dorothy Ennis 1-29-18
Dorothy Ennis Date
Board President

Darlene Smith 1-29-18
Darlene Smith Date
Board Secretary

Donald M. Vaughn 1-29-18
Donald Vaughn Date
Board Member

Deborah Coker 1-29-18
Deborah Coker Date
Board Member

Hilda Bills 1-29-18
Hilda Bills Date
Board Member