

**MISSISSIPPI STATE BOARD OF COSMETOLOGY**

**BOARD MEETING  
February 25, 2019 9:00 PM**

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

**Posted February 25, 2019 at 8:00 AM**

**MINUTES**

**Board Members Present:**

**Dorothy Ennis, President  
Darlene Smith, Vice-President  
Deborah Coker, Member  
Hilda Bills, Secretary**

**Others Present:**

**Sharon Clark, Executive Director  
Wm. Jeffrey Jernigan, Special Assistant Attorney General**

The Board called the meeting to order at 9:00 AM. Board President Ennis called for a roll call. Board members Ennis, Smith, Bills and Coker were present.

Executive Director Clark and Attorney Jernigan were also present.

There were members of the public present.

Board President Ennis advised the Board would now hear the School Report update. The Board was provided an update that reflected 116 Written and Practical Tests, 6 Work Permits and 12 Certifications completed for the timeframe of January, 2019.

Board President Ennis advised the Board would now hear the Reciprocity Update. The update included approval for 8 Cosmetologists, 4 Manicurists and 1 Esthetician for the month of January, 2019.

Board President Ennis stated the Board would now consider Special Candidates.

Board President Ennis stated the Board would now consider Special Candidate Christopher Collins for reciprocity approval. Board Member Coker made the motion to approve the Special Candidate. The motion was seconded Board Secretary Bills. The Board voted unanimously 4-0 to approve the motion.

Board President Ennis stated the Board would now consider Special Candidate Thi Dao Ho for reciprocity approval. After review, the Board has requested additional information of a breakdown of theory and practical hours. Board Member Coker made a motion to approval reciprocity after receiving breakdown of hours with approval to test for theory and practical. The motion to approve was seconded by Board Secretary Bills. The Board voted unanimously 4-0 to approve the motion.

Board President Ennis stated the Board would now consider Special Candidate Hue Thi Nguyen for reciprocity approval. Board Vice-President Smith made a motion to deny the approval. The motion was seconded by Board Secretary Bills. The Board voted unanimously 4-0 to deny approval.

Board President Ennis stated the Board would now consider Special Candidate Rakesh Patel for reciprocity approval. Mr. Patel was interviewed by the Board. The Board requested additional information. Board Secretary Bills made a motion to table. The motion was seconded by Board Vice-President Smith. The Board voted unanimously 4-0 to table the motion.

Board President Ennis stated that the Board would now consider Agenda Requests.

Tiffany R. White submitted an agenda request form regarding brush up hours requirement. She called and cancelled.

Board President Ennis stated that the Board would now consider Continuing Education Requests.

Skin, Inc.'s Face and Body is requesting approval of the Advanced Education Spa Pod in Atlanta, GA on March 17-18, 2019. Board Member Coker made a motion to deny approval. The motion was seconded by Board Secretary Bills. The Board voted unanimously 4-0 to deny the motion.

MS Cosmetology Association is requesting approval of the Pivot Point Hands On: Summit Salon Business in D'Iberville, MS on March 24-25, 2019 for 13 Continuing Education Hours (No Methods). Board Vice-President Smith made a motion to approve. The motion was seconded by Board Member Coker. The Board voted unanimously 4-0 to approve the motion.

MS Cosmetology Association is requesting approval of the MCA Continuing Education Event Oxford in Oxford, MS on April 7-8, 2019 for 13 Continuing Education Hours (No Methods). Board Secretary Bills made a motion to approve. The motion was seconded by Board Vice-President Smith. The Board voted unanimously 4-0 to approve the motion.

MS Cosmetology School Association is requesting approval of Igniting Exception Performance and Increasing Student Motivation with Engaging Teaching and Reaching in Tupelo, MS on June 2-3, 2019 for 12 Continuing Education Hours (All Methods). Board Member Coker made a motion to approve. The motion was seconded by Board Vice-President Smith. The Board voted unanimously 4-0 to approve the motion.

Board President Ennis stated we would now consider the agenda request from Melvin Calton regarding Cosmetology transcripts in credit hours. Mr. Calton explained the discrepancies between transcripts provided in credit hours and clock hours explain that the advantage lies with the school. The statute makes it clear that Cosmetology is approved on a clock hour program only.

The Board requested that Executive Director Clark contact the Junior College Board to appear at March Board meeting for further discussion.

Board Member Coker made a motion for a ten-minute break. The motion was seconded by Board Secretary Bills. The Board voted unanimously 4-0 to approve.

Board President Ennis stated the Board would now consider approval of the minutes.

Board Vice-President Smith made a motion to approve the January 4, 2019 minutes. The motion was seconded by Board Member Coker. The Board voted unanimously 4-0 to approve.

Board Vice-President Smith made a motion to approve the January 15, 2019 minutes. The motion was seconded by Board Secretary Bills. The Board voted unanimously 4-0 to approve.

Board Member Coker made a motion to approve the January 28, 2019 minutes. The motion was seconded by Board Vice-President Smith. The Board voted unanimously 4-0 to approve.

Board Secretary Bills made a motion to approve the January 30, 2019 minutes. The motion was seconded by Board Member Coker. The Board voted unanimously 4-0 to approve.

Board President Ennis stated the Board would now consider Other Board Business (old and new).

Executive Director Clark represented a breakdown of the discussion between Attorney Jernigan, Karthik Agarwal of Gov2Biz and Executive Director Clark. Board Secretary Bills made a motion to table until a request for a second bid can be completed. Board Vice-President Smith seconded the motion. The Board voted unanimously 4-0 to pass the motion.

Board President Ennis recognized Constance St. James from Unique Transitions Training Center. Ms. St. James is requested an initial school inspection. After review of documentation, the Board requested a resubmission of the floor plan with updated square footage.

Board President Ennis stated the Board would now consider Other Board Member Business.

Executive Director Clark presented the Board with updated forms. The Board requested revisions to the forms and requested that after revisions are made, that the forms are forwarded to all schools for needed changes.

The Board requested the Attorney Jernigan review the possibility of a senior license with no expiration, a mandatory four (4) hour sanitation class, increase of the manicure hours from 350 to 600 and crossover hours from Barber to Cosmetology from 500 to 600.

Board President Ennis stated the Board would now hear the Executive Director's report.

Executive Director Clark gave a summary of the Board's financial position for the end of January, 2019. The Board received \$744,617 in Appropriations for FY2019. Expenses for FY19 through February 20, 2019 are \$348,683.95.

The total number of completed inspections for FY19 thru January, 2019 is 2,317.

The monthly January breakdown for each inspector is listed below:

Ruby Lowery – (119)  
Latoya Morgan – (94)  
Micah Williams – (128)  
Ziquetti Hemphill – (136)

The four (4) inspectors wrote 322 violations for the month of January for a total of \$32,175.

The Board was provided with a copy of the January Expenses, Reconciled January 2019 Bank Statement, MS State Board Compliance Report and UMB Card Statement.

Board President Ennis stated the Board would now consider the need for Executive Session regarding formal complaints.

Board Member Coker made a motion for the need for Executive Session. The motion was seconded by Board Secretary Bills. The Board voted unanimously 4-0 to approve the motion.

Board Member Coker made a motion to enter Executive Session. The motion was seconded by Board Secretary Bills. The Board voted unanimously 4-0 to approve the motion.

Executive Director Clark presented Formal Complaint FC2019-002 and it was assigned to Board Vice-President Smith and available staff member.

Executive Director Clark presented Formal Complaint FC2019-003 and it was assigned to Board Member Coker and available staff member.

The upcoming dates of Board Meetings will be March 18, 2019 and April 22, 2019.

Attorney Jernigan stated the actions taken during executive session.

Board Vice-President Smith made a motion to adjourn. The motion was seconded by Board Member Coker. The Board voted unanimously 4-0 to adjourn.

The meeting adjourned at 2:51 PM.

Dorothy Ennis 4-22-19  
Dorothy Ennis Date  
Board President

Darlene Smith 4-22-19  
Darlene Smith Date  
Board Vice-President

Deborah Coker 4-22-19  
Deborah Coker Date  
Board Member

Hilda Bills \_\_\_\_\_  
Hilda Bills Date  
Board Secretary