

MISSISSIPPI STATE BOARD OF COSMETOLOGY
EMERGENCY CALLED TELEPHONIC BOARD MEETING
July 14, 2017 4:30 PM

Public Access available in the Board's Office
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

Others Present:
Sharon Clark, Executive Director
Wm. Jeffrey Jernigan, Special Assistant Attorney General

The Board called the meeting to order at 4:30 PM. Board President Ennis called for a roll call. Board members Vaughn, Smith and Coker were present on the call.

No public members were present.

The purpose of the board meeting was to discuss personnel matters relating to Administrative Assistant I position as well as office equipment. The emergency existed to address to these issues with the new executive director and they could not wait for the meeting scheduled on July 31, 2017.

Board President Ennis discussed the need for the going into Executive Session to discuss these personnel matters. Board Secretary Smith made the motion to go into closed session to discuss the need for executive session. In closed session the Board discussed the reason being to discuss personnel matters, which is a ground for executive session. Board Secretary Smith moved to exit closed session, and the motion was seconded by Board Member Vaughn. The Board voted unanimously to exit closed session.

Board Member Vaughn moved to go into Executive Session for the purpose of discussing personnel matters related to an Administrative Assistant I position. Board Secretary Smith seconded the motion. The Board voted unanimously 4-0 to go into Executive Session.

During Executive session, Board Secretary Smith moved to terminate the probationary employee serving in the Administrative Assistant I position. Vaughn seconded the motion. The Board voted unanimously 4-0 to terminate the employee.

Board Secretary Smith moved to use a temporary employee from Staffers to cover the open position until the Board is ready to make a hire. Board Member Vaughn seconded the motion and the Board voted unanimously 4-0 to hire a Staffers temporary employee.

Board Member Vaughn voted to exit executive session. Board Secretary Smith seconded the motion and the Board voted unanimously 4-0 to come out of executive session. The Board announced its decisions made in executive session.

Board members requested that personnel issues to be added to the July 31 Agenda for Executive Session.

Executive Director Clark advised that Inspectors will now come into the Jackson office on Monday's to complete paperwork.

Executive Director Clark discussed office equipment and the need for new computers for the office staff. Board member Vaughn moved to purchase two new computers for the staff. Board member Coker seconded the motion. The Board voted unanimously 4-0 to purchase the equipment.

Board Member Vaughn moved to adjourn the meeting and Board Secretary Smith seconded the motion. The Board voted unanimously 4-0 to adjourn the meeting at 5:20 PM.

Approved:

Dorothy Ennis
Board President