

**MISSISSIPPI STATE BOARD OF COSMETOLOGY**

**BOARD MEETING**

**May 20, 2019**

**9:00 AM**

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

**MINUTES**

**Board Members Present:**

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

**Others Present:**

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

The Board called the meeting to order at 9:03 AM.

Board Secretary Bills called for a roll call. Board members Ennis, Smith, Coker, Stewart and Bills were present.

Executive Director Clark and Attorney Jernigan were also present.

There were members of the public present.

Board President Ennis stated that the Board would now review Minutes for approval.

Board Member Stewart made a motion to approve minutes from the April 15, 2019 Testing Work Session. The motion was seconded by Board Vice-President Smith. The Board voted unanimously 5-0 to approve.

Board Member Coker made a motion to approve minutes from April 22, 2019 with corrections. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to approve.

Board Vice-President Smith made a motion to approve minutes from May 9, 2019. The motion was seconded by Secretary Bills. The Board voted unanimously 5-0 to approve.

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

Board President Ennis stated that she and Board Member Stewart completed the final school inspection for MS Gulf Coast Community College – Long Beach to add Manicuring Program. The initial inspection was waived at the request of MSGCC – Long Beach. Final inspection found that all requirements were met. Board Vice-President Smith made a motion to approve. Board Member Coker seconded the motion. The Board voted unanimously 5-0 to approve.

MS Gulf Coast Community College – George County has submitted a new school application to move to a new location while renovations are made on their facility. Board President Ennis and Board Member Stewart will complete the final inspection. MGCCC – George has waived the initial inspection.

Executive Director Clark requested a hearing approval for Mystic Nails of Madison due to multiple violations. Board Vice-President Smith made a motion to approve. The motion was seconded by Board Member Stewart. The Board voted unanimously 5-0 to approve.

Executive Director Clark requested a hearing approval for Magnolia College of Cosmetology due to ongoing issues with monthly reports not being submitted timely or correctly. Board Vice-President Smith made a motion to approve. The motion was seconded by Board Member Stewart. The Board voted unanimously 5-0 to approve.

Blue Cliff College presented documentation regarding their request for modification to their COS110 Course. Board Vice-President Smith made a motion to table. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to table the motion.

Executive Director Clark requested approval of the two (2) job descriptions for the Testing positions. Board Secretary Bills made a motion to approve with the addition of “not currently employed by a school”. Board Vice-President Smith seconded the motion. The Board voted unanimously 5-0 to approve the motion.

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

Board Vice-President Smith made a motion for Executive Director Clark to attend the MSCA School in Tupelo. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Ennis stated the Board would now hold elections for the Fiscal Year 2020 – July 1, 2019 to June 30, 2020. Election results were Darlene Smith elected to President, Deborah Cooker elected to Vice-President and Hilda Bills elected to Secretary. Board Member Stewart made a motion to accept the results. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Ennis stated the Board would now hear Public Comments.

The Board recognized Dana Harper who requested approval of five (5) CEU Hours from the Spring Seminar show. Board Secretary Bills made a motion to approve. Board Member Coker seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Ennis stated the Board would now receive the School Report Update.

Executive Director Clark presented the Board with the Pearson Vue Pass/Fail Ratio for April, 2019. It was noted that the passing rate for the month of April, 2019 was outstanding.

Executive Director Clark presented a Pre-Enrollment Application for approval from Tupelo Academy of Cosmetology. Board Vice-President Smith made a motion to approve. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve.

Board President Ennis stated the Board would now receive the Reciprocity Update.

Board President Ennis advised the Board would now hear the Reciprocity Update. The update included approval for 17 Cosmetologists, 10 Manicurists and 5 Estheticians for the month of March, 2019.

Executive Director Clark requested reciprocity approve for out of country applicants.

Ha Thi Thu Nguyen – Texas Licensed – Coming from Vietnam  
Vuong Duc Nguyen – Texas Licensed – Coming from Vietnam  
Lout Thi Nguyen – Texas Licensed – Coming from Vietnam  
Tasheka Foreman – Coming from Jamaica

Board Vice-President Smith made a motion to approve the three (3) coming from Vietnam for reciprocity with approval to test for Theory and Practical with Foreman denied based on minimum requirements of hours not met. Board Member Bills seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Executive Director Clark noted that the agency had received notification from MS Department of Human Services to reinstate the license of Crystal Boardman. Executive Director Clark noted that her license expired in 2010 and it was noted in the system.

Executive Director Clark noted that Cynthia Kennedy submitted a change in instructor for the MIBA CEU event in Philadelphia from Curtreshia Nunn to Frances Johnson. Board Member Coker made a motion to approve. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Ennis stated the Board would now hear the Legal Council Report.

Attorney Jernigan stated there are two bills that were approved by the Legislature that would effect Cosmetology and should be reviewed. They include SB2781 which is the Fresh Start Bill and SB2452 that affects Military Spouses.

The possibility of waiving the reciprocity fee of \$55 for military spouses was considered. It was advised by Attorney Jernigan that it would need an Attorney General's opinion on whether it had to go before the Occupational Licensing Board.

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 April, 2019. The Board received \$744,617 in Appropriations for FY2019. Expenses for April, 2019 are \$53,146.

The total number of completed inspections for FY19 thru April, 2019 is 3,706.

The monthly April breakdown for each inspector is listed below:

Ruby Lowery – 107 Inspections / 15 Violations totaling \$1,050  
Latoya Morgan – 92 Inspections / 12 Violations totaling \$1,850  
Micah Williams – 109 Inspections / 10 Violations totaling \$550  
Ziquetti Hemphill – 131 Inspections / 28 Violations totaling \$5,550

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

Executive Director Clark requested approval of the following equipment:

Desk and Credenza for School Testing Coordinator Office, Esthetic Chairs (12), Wig Mannequin Head Stands (36) and Eye-Vacs (3) for Practical Testing Sites. Board Vice-President Smith made a motion to approve. Board Member Coker seconded the motion. The Board voted unanimously 5-0 to approve.

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

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

Executive Director Clark requested approval of an upward reallocation from Admin Asst II to Projects Officer II, Special for PIN 14 effective June 1, 2019. Board Member Stewart made a

motion to approve the request. Board Member Coker seconded the motion. The Board voted unanimously 4-0 to approve the motion.

Executive Director Clark presented Formal Complaint FC2019-007. The Board assigned the complaint to Board Secretary Bills.

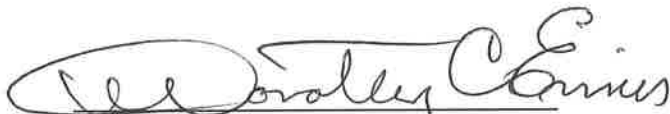
Executive Director Clark presented Formal Complaint FC2019-008. The Board assigned the complaint the Board Member Coker.

Board Member Coker made a motion to come out of Executive Session. The motion was seconded by Board Member Stewart. The Board voted unanimously 4-0 to approve.


Attorney Jernigan stated the actions taken during executive session.

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


The meeting adjourned at 2:16 PM.

  
Dorothy Ennis  
Board President

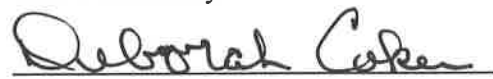
7-29-19  
Date

  
Darlene Smith  
Board Vice-President

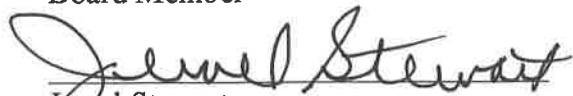
7-29-19  
Date

  
Hilda Bills  
Board Secretary

7/31/19  
Date

  
Deborah Coker  
Board Member

7-29-19  
Date

  
Jewel Stewart  
Board Member

7/29/2019  
Date