

**MISSISSIPPI STATE BOARD OF COSMETOLOGY  
BOARD MEETING  
AUGUST 26, 2019 9:00 AM  
Robert E. Lee Building  
239 North Lamar Street, Suite 303  
Jackson, MS 39201**

**MINUTES**

**Board Members Present:**

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

**Others Present:**

Sharon Clark, Executive Director  
Ruby Lowery, School Coordinator  
Ken Walley, Special Assistant Attorney General

The Board called the meeting to order at 9:01 AM.

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

Executive Director Clark, School Coordinator Lowery and Attorney Walley were present.

There were members of the public present.

Board President Smith stated the Board would consider the approval of any minutes.

Board Vice-President Coker made a motion to approve the minutes from July 19, 2019, July 29, 2019, August 13, 2019, August 19, 2019 and August 22, 2019. The motion was seconded by Board Member Ennis. The Board voted unanimously 5-0 to approve.

Board President Smith stated the Board would consider Public Comments.

The Board recognized Reba Roy who requested a duplicate license. Ms. Roy explained that she works as an Instructor and as a Cosmetologist in two salons. Board Member Stewart made a motion to approve. Board Vice-President Coker seconded the motion. The Board voted 4-1 to approve with Board Member Ennis opposing.

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

Executive Director Clark stated that the Board received \$759,324 in Appropriations for FY2020. The expenses for July, 2019 are \$84,541. The total number of inspections completed in July, 2019 were 383. The Board was provided with the July expenses, reconciled July 2019 bank statement, MS State Personnel Board Compliance Report and the UMB Card Statements.

Executive Director Clark requested clarification on exactly how many work permits one (1) supervisor can be responsible for because of a request to approve one (1) supervisor for seven (7) students. It was discussed that there is not a maximum but the inspector will write up the salon if the instructor is not present to supervise the students on work permits. It was noted that the student can only work during the time the supervisor works. Board Vice-President Coker made a motion to approve the request for multiple students supervised by one (1) supervisor. The motion was seconded by Board Member Ennis. The Board voted unanimously 5-0 to approve the motion.

Executive Director Clark gave the Board an update on the Examination Passing Rates of July 2019 provided by Pearson Vue and the Reciprocity Update for July 2019.

Executive Director Clark requested approval of a special candidate. Board President Smith made a motion to approve. Board Secretary seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Executive Director Clark requested clarification regarding the reciprocity of Tennessee licensees because of the changes regarding apprenticeship. The Board will accept a certified transcript from the school with the breakdown that verifies there are no apprenticeship hours, only classroom hours.

Board President Smith stated the Board would now hear the Legal Council Update.

Attorney Walley stated that he had received the Ethics opinion on the travel of the Executive Director. He stated that Ethics found no ethical concern. The auditor's office also had found there was no issue.

Attorney Walley gave an update of the Bhattarrai lawsuit.

Board President Smith stated the Board would now consider any old and new business.

Executive Director Clark stated that she and Board Vice-President Coker completed the final inspection for Art of Hair in Jackson, MS. All requirements including square footage were in order. Board Member Ennis made a motion to approve. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve.

Executive Director Clark stated that she had received a new school application for relocation for Hinds Community College in Utica, MS. Hinds is requesting to waive initial and go straight to final. Board Secretary Bills and Executive Director Clark to complete inspection. Board Vice-President Coker made a motion to approve the inspection request. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve the inspection request.

Board President Smith stated the Board would now consider Agenda Requests.

Board President Smith stated the Board would now hear Diamond Jackson. Ms. Jackson was interested in becoming a Continuing Education Provider. Ms. Jackson was provided with a CEU Provider Application and what the requirements were.

Board President Smith stated the Board would now hear Valirie Manual. Ms. Manual is requesting the Board waive the three (3) year requirement for retesting. After review, Board Member Ennis made a motion to deny the request. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to deny the motion.

Board President Smith stated the Board would now hear Kelsie Freeman and Jeanna Chism. Ms. Freeman and Ms. Chism are requesting reciprocity from Tennessee. The Board stated that the school would need to send a notarized transcript verifying that there are no apprenticeship hours for reciprocity.

Board President Smith stated the Board would now hear Phi (Peter Vo) who is requesting approval for a fish tank with coral to remain since it is housed between two businesses and visible by each business. Board Vice-President Coker made a motion that Mr. Vo would have 30 day to remove or make the aquarium non-visible. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Attorney Walley made a request for approval that MSBC cover all expenses for his travel to FARB in Missouri in October, 2019. Board Member Ennis made a motion to approve all expenses. Board Vice-President Coker seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Smith stated the Board would now consider Continuing Education Requests.

Board President Smith recognized Academy of Hair Design who is requesting approval for Continuing Education for the Classroom in Grenada, MS on September 29, 2019 for a total of seven (7) CEU hours. Board Member Ennis made a motion to approve. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve the motion. Inspector Micah Williams will monitor.

Board President Smith stated that Malibu C Academy had request two (2) CEU Hours for Architecture of Color Correction on September 30, 2019 in Indianapolis, IN and two (2) CEU Hours for 911: Hair Emergency on October 28, 2019 in Indianapolis, IN. Board Member Ennis made a motion to deny based on the Board policy that there is a minimum of four (4) CEU hours each day. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to deny the request.

Board Member Stewart made a motion to break for lunch. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to break for lunch at 11:55 AM.

Board Secretary Bills made a motion to return from lunch at 12:55 PM. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to return from lunch.

Board President Smith stated the Board would now consider the need for Executive Session to discuss formal complaints.

Board Member Ennis made a motion for the need for Executive Session. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 for the need.

Board Member Stewart made a motion to enter Executive Session. Board Vice-President Coker seconded the motion. The Board voted unanimously 5-0 to enter Executive Session.

The Board entered Executive Session.

Executive Director Clark assigned FC2020-004 to Board President Smith.  
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Board Member Ennis reported the findings from FC2020-003 that was completed. Recommendation was made for notice to hearing. Board President Smith made a motion that salon be called for hearing. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board Vice-President Coker made a motion to exit Executive Session. Board Member Ennis seconded the motion. The Board voted unanimously 5-0 to exit Executive Session.

Attorney Walley announced the actions made during Executive Session.

Board President Smith made a motion to adjourn. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to adjourn.

The Board adjourned at 2:35 PM.

Darlene Smith

Darlene Smith  
Board President

10-28-19

Date

Deborah Coker

Deborah Coker  
Board Vice-President

10-28-19

Date

Hilda Bills

Hilda Bills  
Board Secretary

10-28-19

Date

Dorothy Ennis

Dorothy Ennis  
Board Member

10-28-19

Date

Jewel Stewart

Jewel Stewart  
Board Member

Oct 28, 2019

Date