

**MISSISSIPPI STATE BOARD OF COSMETOLOGY
EMERGENCY TELEPHONIC BOARD MEETING**

OCTOBER 11, 2019 9:00 AM

Robert E. Lee Building

239 North Lamar Street, Suite 303

Jackson, MS 39201

Posted October 11, 2019 at 8:00 AM

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

Absent:

Ken Walley, Special Assistant Attorney General

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

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

Executive Director Clark present. Attorney Walley was absent.

There were no members of the public present.

Board President Smith stated the purpose of the meeting was approval of Employee Promotional Transfers and discussion of Scope of Services for the Testing RFP.

Board President Smith stated she would now turn the meeting over to Executive Director Clark.

Executive Director Clark explained that she had submitted requested Employee Promotional Transfers for Porsha Welch and Brittany Butler. Executive Director Clark requested promoting Porsha from the position of Projects Officer I, Special to Projects Officer II, Special. Executive Director Clark requested promoting Brittany Butler from Admin Asst II to Projects Officer I, Special. Board Vice-President Smith made a motion to approve the request. The motion was seconded by Board Member Ennis. The Board voted unanimously 5-0 to approve the motion.

The Scope of Services was discussed and Executive Director Clark stated she would email an updated copy of the RFP revisions to all Board Members and Attorney Walley for review.

Board Member Ennis made a motion to adjourn. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve the motion.

The meeting adjourned at 9:19 AM.

Darlene Smith

Darlene Smith
Board President

11-25-19
Date

Deborah Coker

Deborah Coker
Board Vice-President

11-25-19
Date

Hilda Bills

Hilda Bills
Board Secretary

11-25-19
Date

Dorothy Ennis

Dorothy Ennis
Board Member

11-25-19
Date

Jewel Stewart

Jewel Stewart
Board Member

11-25-19
Date