

**MISSISSIPPI STATE BOARD OF COSMETOLOGY
BOARD MEETING
NOVEMBER 25, 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 9:00 AM.

Board Secretary Bills 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 October 28, 2019 with changes, November 6, 2019 with changes and November 22, 2019. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to approve.

Board President Smith stated the Board would now consider Board Business (Old and New).

Board President Smith stated the Board would now consider the request from Northwest MS Community College – Senatobia regarding the addition of a Manicuring Program. After review, Board Member Stewart made a motion to table. Board Member Ennis seconded the motion. The Board voted unanimously 5-0 to table.

Board President Smith stated the Board would now consider the request from Hattiesburg Hair Academy, Inc. regarding a change of location. The Board recognized Melvin Calton who stated that they were requesting to waive the initial inspection and go straight to final inspection. He stated that he would contact the Board office when they were ready for final inspection. Board Member Ennis made a motion to approve the request. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Smith stated the Board would now consider the request from Blue Cliff College regarding space approve for the Esthetics Program. They are requesting to use the Cosmetology space for an Esthetics Program that will operate at night. Board Member Stewart made a motion to approve the request. Board Member Ennis seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Smith stated the Board would now consider the request from Traxler's regarding a change in ownership. Board Member Ennis made a motion to accept the change of ownership. Board Vice-President Coker seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Smith stated she would now turn over the meeting to Executive Director Clark. Executive Director Clark explained that she had received a notification that PERS will be completing a Compliance Audit. She stated she had included a copy of the notification in the Board Member packets.

Executive Director Clark stated she had received a request to add Tip Cutters to the equipment list for Manicuring. After discussion, Tip Cutters will be added to the equipment list as optional or nails can be cut to desired length before.

Board President Smith stated the Board would now consider the Evaluator/Regional Testing Coordinator pay/travel. It was discussed to the pay would be done in 8 hour increments at a rate of \$15 per hour. They will be allowed \$10 meal reimbursement for lunch. Mileage will be approved to site and back to their home. In the event, travel exceed three hours one way, hotel will be reimbursed. Board Member Stewart made a motion to approve. Board Member Ennis seconded the motion. The Board voted unanimously 5-0 to approve.

Board President Smith stated the Board would now consider the Practical Examination price. Executive Director Clark recommended that based on the inability to verify the exact cost of administering the examination at this time, that she recommended the examination remain at the current price of \$195 for a minimum time of six months. After six months, MSBC will reevaluate the cost for a possible decrease in price. Board Member Stewart made a motion to maintain the current price of \$195 for the practical examination. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Smith stated the Board would now consider approval of CEU hours for Industry Day on December 9, 2019. Board Member Ennis made a motion to approve Industry Day for a maximum of five (5) method hours. Board Vice-President Coker seconded the motion. The Board 4-1 to approve the motion with Board President Smith voting against.

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

Board President Smith stated the Board would now hear from Andrenetta Gardner. Ms. Gardner did not appear.

Board President Smith stated the Board would now hear from Mina Tran and Jay Nguyen. Ms. Tran and Mr. Nguyen had question regarding the possibility of combining two salon and include a bar or lounge area. Board Member Ennis made a motion to table indefinitely. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board President Smith stated the Board would now hear the Legal Council Report. Attorney Walley stated he is completing the consent orders regarding hearings at this time.

Board President Smith made a motion to break for lunch at 11:49 AM. Board Member Ennis seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board Secretary Bills made a motion to return from lunch at 12:50 PM. Board Member Ennis seconded the motion. The Board voted unanimously 5-0 to approve the motion.

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

Executive Director Clark gave an update of the School Report for the month of October, 2019.

Executive Director Clark gave a reciprocity update for the month of October, 2019.

Executive Director Clark stated that the Board received \$759,324 in Appropriations for FY2020. The expenses for October, 2019 are \$60,373.06. The total number of inspections completed in October, 2019 were 352. The Board was provided with the October expenses, reconciled October 2019 bank statement, MS State Personnel Board Compliance Report and the UMB Card Statement.

Executive Director Clark presented a special candidate from Magnolia College of Cosmetology. The Board approved the candidate with the understanding that Magnolia will alert the student that she will need to get her social security number before licensure.

Executive Director Clark presented a special candidate from Coahoma Community College. After review, Board Member Stewart made a motion to approve. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve.

Executive Director Clark presented a special candidate from Chris' Beauty College. Tammy Brown of Chris' Beauty College requested to attend and student approved pending one additional letter. Board Vice-President Coker made a motion to approve. Board Secretary seconded the motion. The Board voted unanimously 5-0 to approve.

Executive Director Clark requested information regarding a military reciprocity. After receipt of all reciprocity paperwork, the Board will review further.

Executive Director Clark stated she had received reciprocity requests from two Tennessee licensees, Li Fang Huang and Mong Loan Thi Truong. After review of documentation, Board Member Ennis made a motion to deny reciprocity. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to deny reciprocity.

Executive Director Clark presented a Declaratory Opinion request. Attorney Walley to review. Formal Complaint FC2020-010 was assigned to Board President Smith.

Board President Smith stated the Board would consider Public Comments.

Board President Smith recognized Melvin Calton. Mr. Calton questioned the testing times and days of each month. Executive Director went over the testing days and specified that testing times would be 9:00 AM and 1:00 PM. The Council requests were discussed regarding 600 Hour Crossover Hours, CEU Hours for Practitioners regarding sanitation and changing Manicurist to Nail Technician with an increase in hours from 350 to 600.

Board President Smith stated she would now consider the need for Closed Session.

Board Member Ennis made a motion for the need for Closed Session. Board Vice-President Coker seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board Vice-President Coker made a motion for the need for Executive Session regarding Personnel Concerns. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve the motion.

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

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

Attorney Walley stated there were no actions taken during Executive Session.

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

The Board adjourned at 3:42 PM.

Darlene Smith

Darlene Smith
Board President

1-27-20
Date

Deborah Coker

Deborah Coker
Board Vice-President

1-27-20
Date

Hilda Biss

Hilda Biss
Board Secretary

1-27-20
Date

Dorothy Ennis

Dorothy Ennis
Board Member

1-27-20
Date

Jewel Stewart

Jewel Stewart
Board Member

1-27-20
Date