

**MISSISSIPPI STATE BOARD OF COSMETOLOGY  
MONTHLY BOARD MEETING**

July 20, 2020 at 9:00 AM  
Robert E. Lee Building  
239 North Lamar St., 12<sup>th</sup> Floor  
Jackson, MS. 39201

Debbie Coker - President  
Jewell Stewart - Vice President  
Dorothy Ennis - Secretary



Hilda Bills - Member  
Stacy Lea, Executive Director

**MINUTES**

Board Members Present:  
Debbie Coker, President  
Jewel Stewart, Vice-President  
Dorothy Ennis, Secretary  
Hilda Bills, Member

Others Present:  
Pete Cajoleas, Special Assistant Attorney General  
Stacy Lea, Executive Director  
Ruby Lowery, School Coordinator

Four members of the public were present.

Due to the COVID-19 protocol that limits group meetings to a maximum of 10 individuals, the board agreed to address agenda items according to the constituents present who were waiting their turn to appear before the board.

Board President Coker called the meeting to order at 9:04 AM.

Board Member Ennis called for a roll call of Board Members and Others Present. All were present.

Board Member Coker stated the Board would now consider Board Business (Old and New).

Board member Coker stated the Board would now hear a report from Board Member Ennis regarding Complaint #FC2020017 assigned to her.

Board Secretary Ennis presented her findings on complaint #FC2020017. The board discussed that the basis of the complaint was alleged negligence by a salon employee. The board determined that there was no substantial justification to believe that the employee of the salon committed any of the offenses listed in Mississippi Code Annotated, Section 73-7-27, subsection (2).

Board Vice-President Stewart made a motion to dismiss the complaint. The motion was seconded by Board Member Bills. The Board voted unanimously 5-0 to dismiss the complaint.

Board President Coker stated the Board would now hear Antonio Thornton's agenda request regarding license renewal.



Board Secretary Ennis made a motion to close the meeting for the purpose of deciding whether or not to go into executive session, and the motion was duly seconded. Board Vice-President Stewart motioned to enter Executive Session to discuss Mr. Thornton's case. Board Member Bills seconded the motion. The Board voted unanimously to approved.

[The Board entered executive session]. [The Board returned to regular session]

The Board announced that it had determined that due to the 2016-2017 accounting errors and irregularities which occurred in the Board's financial records, the Board would now recognize the renewal efforts of Mr. Thornton made during 2016 – 2017. In so doing, Mr. Thornton would now be allowed to renew his licenses. The Board then asked Executive Director Lea to escort Mr. Thornton to the MSBC office and communicate to the Board's decision regarding his case to the staff so that Mr. Thornton could pay the necessary fees to renew his licenses.

Board President Coker stated the Board would now hear Karoline Finch regarding her agenda request for MSBC approval of online instructor CEU courses provided through Face & Body.

After a discussion, the Board stated that additional information was needed outlining instructor qualifications, specific course content, any product promotion integrated within learning material, and suspended any decision.

Board Secretary Ennis motioned to table any decision pending additional information requested. Board Member Bills seconded the motion. Board voted unanimously 4-0 to table the request.

Board President Coker stated the Board would now hear Kimberly Anderson regarding her agenda request for MSBC approval of online instructor CEU courses provided through KINCC Virtual Continuing Education.

Board Secretary Ennis motioned to table any decision pending additional information requested. Board Member Bills seconded the motion. Board voted unanimously 4-0 to table the request.

Board President Coker stated the Board would now discuss extending COVID-19 Response - Temporary Rule 5.25 regarding Distance Learning for cosmetology schools.

A discussion was held about extending COVID-19 Response – Rule 5.25, which was set to expire on August 4,2020. The Board proposed to extend Rule 5.25-D for ninety days (90) to allow MS cosmetology schools to continue distant learning until midnight, November 4, 2020.

The Board also proposed to amend subsection 1-d of Rule 5.25 to state:

“d. A description of instructor review and verification methods of all student's practical instruction, including documentation of hourly instruction breakdown hour-by-hour with visual evidence when appropriate.”



Board Secretary Ennis motioned to approve the extension of Rule 5.25 and to amend subsection 1-d until midnight, November 4, 2020. Board Member Bills seconded the motion. The Board voted unanimously 4-0 to approve.

Board President Coker stated the Board would now hear license renewal of Robert Nguyen.

Board Vice-President Stewart motioned to table approval of the license candidate's application pending his appearance before the board to complete licensing requirements. Board Member Bills seconded the motion. The Board voted unanimously 4-0 to table approval of the license applicant's request.

Board President Coker stated the Board would now hear Executive Director Lea's proposal to add additional testing site location for Prometric theory testing.

Executive Director Lea stated that MSBC theory testing was set to activate through Prometric theory testing service in July 2020 at two testing centers (Meridian and Raymond, MS).

In an effort to better accommodate a greater number of MS cosmetology testing candidates, Executive Director Lea requested that the Board allow theory testing candidates access to all Prometric approved testing sites in neighboring states and to approve and additional 10 theory testing locations within MS and neighboring states which are as follows:

Jackson, MS - Prometric Test Center  
Hattiesburg, MS – Prometric Test Center  
Tupelo, MS – Prometric Test Center  
Gulfport, MS – Prometric Test Center  
Summit, MS – 2 Sites – Hinds Community College  
Senatobia, MS – University of Memphis  
Meridian, MS - Meridian Community College  
Mobile, AL – Prometric Test Center  
Metairie, LA – Prometric Test Center  
Memphis, TN – University of Memphis

Board Vice-President Stewart motioned to approve all additional testing sites proposed. Board Secretary Ennis seconded the motion. The Board voted unanimously 4-0 to approve.

Board President Coker stated the Board would now hear Executive Director Lea's proposal for MSBC to host a Statutes/Rules and Regulations Workshop.

Executive Director Lea proposed that the Board host a Statutes/Rules and Regulations Workshop in September 2020 to address items that need clarification, revision, and/or alignment.

A discussion was held, the Board agreed to host a Statutes/Rules and Regulations Workshop, and a date was set for September 20, 2020.



Board Vice-President Stewart motioned to approve hosting the workshop and the date proposed. Board Secretary Ennis seconded the motion. The Board voted unanimously 4-0 to approve.

Board President Coker stated the Board would now hear Executive Director Lea's proposal for MSBC to host a Practical Exam Workshop.

Executive Director Lea proposed that the Board host a Practical Exam Workshop in August 2020 to address exam revisions needed to improve and clarify the exam process for testing candidates, schools, and evaluators. Ms. Lea proposed that the workshop collaborate with MSBC Board Members, MSBC administration, cosmetology school owner/directors/instructors, and testing evaluators. A discussion was held, the Board agreed to host a Practical Exam Workshop, and a date was set for August 17, 2020, 11 AM until 4 PM.

Board Secretary Ennis motioned to approve hosting the workshop and the date proposed. Board Vice-President Stewart seconded the motion. The Board voted unanimously 4-0 to approve.

Board President Coker stated the Board would now consider an agenda request to approve a candidate's application for reciprocity with Puerto Rico.

Board Secretary Ennis motioned to deny the candidate's reciprocity application based on insufficient documentation. Board Member Bills seconded the motion. The Board voted unanimously 4-0 to deny the candidate's reciprocity application.

Board President Coker stated the Board would now consider an agenda request to approve a candidate's application for reciprocity with the state of Kansas.

Board Secretary Ennis motioned to deny the candidate's reciprocity application based on Rule 2.11 and that Kansas does not presently reciprocate with Mississippi. Board Member Bills seconded the motion. The Board voted unanimously 4-0 to deny the candidate's reciprocity application.

*Rule 2.11 Licensure by Reciprocity – Practitioner*

*"An individual who holds a current license from another state with whom Mississippi has a reciprocal agreement may be eligible for a practitioner license in accordance with Miss. Code Ann. Section 73-7-23. The Mississippi State Board of Cosmetology maintains a list of states with whom Mississippi is reciprocal."*

Board President Coker stated the Board would now consider the annual renewal of MSBC/Capitol Facilities lease agreement.

Executive Director Lea proposed renewal of the Capitol Facilities lease of for its current central office space located on 3<sup>rd</sup> floor of the Robert E. Lee Building in Jackson, MS.



Board Vice-President Stewart motioned to renew the lease. Board Member Bills seconded the motion. The Board voted unanimously 4-0 to approve.

Board President Coker stated the Board would now consider the annual renewal of its IT service contract with U.S. Next.

Executive Director Lea proposed renewal of the MSBC/U.S. Next contract for IT services and support.

Board Secretary Stewart motioned to renew the lease. Board Member Bills seconded the motion. The Board voted unanimously 4-0 to approve.

Board President Coker stated the Board would now consider MSBC's participation in the 2020 Mississippi State Fair.

A discussion was held and it was determined that MSBC should forego participation in the 2020 MS State Fair due to staff availability and budget limitations.

Board Vice-President Stewart motioned to forego participation. Board Secretary Bills seconded the motion. The Board voted unanimously 4-0 that MSBC would forego participation in the 2020 MS State Fair.

Board President Coker stated the Board would now hear Agenda Requests.

Brandie Gordon was not present.

Mr. Minh-Le & Mrs. Anh-Le Agenda Request were not present.

Carl Musgrove was not present.

#### Legal Council Report:

Introduction of Mr. Pete Cajoleas, newly appointed by Attorney General, Lyn Fitch, as legal advisor to the Mississippi State Board of Cosmetology.

#### Executive Director Report:

Reciprocity Update June 2020

Financial Report June 202

Activation of Prometric Testing Report

#### Public Comments:

MSBC School Coordinator, Ruby Lowery, stated that schools are to provide hourly course descriptions and validated proof of learning taught by licensed instructors only (not student instructors) for all distance learning courses offered.

#### Public Present:

Melvin Calton

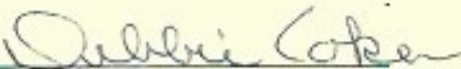
Antonio Thornton

Karoline Finch

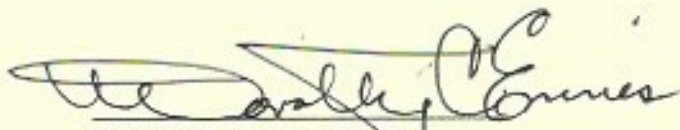
Kimberly Anderson

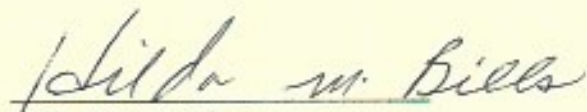
MISSISSIPPI STATE BOARD OF COSMETOLOGY  
MONTHLY BOARD MEETING  
July 20, 2020 at 9:00 AM

APPROVAL OF MINUTES

  
Debbie Coker - President

  
Jewel Stewart, Vice-President

  
Dorothy Ennis, Secretary

  
Hilda Bills, Member