

MS STATE BOARD OF COSMETOLOGY

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www.msbc.state.ms.us

Darlene Smith - President
Deborah Coker - Vice President
Hilda Bills - Secretary



Dorothy Ennis - Member
Jewel Stewart - Member
Stacy Lea, Executive Director

**MONTHLY BOARD MEETING
JUNE 29, 2020, 9:00 AM**

Robert E. Lee Building, Floor 12
239 North Lamar Street
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:
Ken Walley, Special Assistant Attorney General
Andy Gipson, Attorney representing Blue Cliff College
Stacy Lea, Executive Director
Ruby Lowery, School & Testing Coordinator

Board President Smith called the meeting to order at 9:07 AM.

Board Member Ennis called for a roll call of Board Members. All five Board Members were present.

Twelve members of the public were present.

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

Board Member Ennis made a motion to approve the minutes from June 1, 2020 and June 18, 2020. The motion was seconded by Board Member Stewart. The Board voted unanimously 5-0 to approve.

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

Board President Smith stated the Board would now hear a summary of the June 22, 2020 Initial Inspection Report for Blue Cliff College regarding licensure of their proposed esthetics program.

School Coordinator Ruby Lowery and Board Member Ennis shared a summary of the initial inspection report, conducted by MSBC officials on June 22, 2020 at the Blue Cliff Gulfport campus, and stated several findings that Blue Cliff would need to correct before a final inspection for their proposed esthetics program could be done which include: discrepancies in the floor plan and classroom space measurements submitted to MSBC in the initial report application, insufficient equipment to student ratios, insufficient instructor to student ratios, and instructor licenses not posted.

Board President Smith stated the Board would now hear Attorney Andy Gipson representing Blue Cliff College.

Mr. Andrew Gipson introduced himself and stated that he was serving as legal representation on behalf of Blue Cliff College. He stated that COVID-19 has changed everyone's plans. He stated Blue Cliff College was under the impression that their esthetics program had been approved since November 2019. Mr. Gipson stated that Blue Cliff wants to make it right. He provided the Board a copy of Blue Cliff's timeline of communications and events pertaining to their proposed esthetics program from 2016 to date. Mr. Gipson requested that MSBC provide Blue Cliff a letter to clarify what is needed for Blue Cliff to request a final inspection for esthetics program licensure.

Board Member Ennis read a letter from Blue Cliff College to MSBC, dated 2016, stating that Blue Cliff was in the process of developing an esthetics program at their Gulfport, MS campus.

Board President Smith stated the Board would now hear Blue Cliff Student Crystal Perry.

Crystal Perry stated that she paid \$10,000 to enroll in esthetics in November 2019 and attended esthetics classes taught at Blue Cliff – Gulfport for 6 months. Ms. Perry stated that she questioned Blue Cliff about accreditation and that Blue Cliff administration stated that their esthetics program had been approved.

Board President Smith stated the Board would now hear Blue Cliff Instructor Tabitha Jones.

Tabitha Jones stated that she taught esthetics classes to 44 students at Blue Cliff College – Gulfport from November 2019 to March 2020 and was under the impression that the program had been approved for licensure. Ms. Jones asked if the Board would allow students to receive credit for esthetics course hours earned since November 2019 and allow her to continue instructing current students until they complete the program.

The Board stated that there are no legal means to allow credit for course hours in an unlicensed program.

Board Vice President Coker motioned that the Board accept the Initial Inspection Report of Blue Cliff College – Gulfport, performed by MSBC officials on June 22, 2020, and the recommendations made to Blue Cliff to meet the requirements for a final inspection and licensure of their proposed esthetics program. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to approve.

Board President Smith stated the Board would now hear Special Reciprocity Candidate regarding Felony charges.

Board Member Stewart made a motion to waive felony charges and approve the Special Reciprocity Candidate's application for school enrollment. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to approve.

Board President Smith stated the Board would now hear Last Minute Cuts salon regarding an issue with their Logo.

Board Member Ennis made a motion to approve Last Minute Cuts logo request. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to approve. Attorney Ken Walley will send a letter to Last Minute Cuts salon to notify them of the Boards decision.

Board President Smith stated the Board would now hear Amanda Turgeon regarding Blue Cliff College.

Ms. Turgeon stated that she was a student enrolled in esthetics at Blue Cliff College – Gulfport and shared her concerns regarding the accreditation of the program. The Board stated that the matter was under review

Board President Smith stated the Board would now open discussion regarding a request from Brian Dorsey of the Research and Curriculum Unit at Mississippi State University. Mr. Dorsey asks the Board finds it feasible to allow the MSBC Practitioner License exam to serve as the end of course exam for their high school Cosmetology students. Mr. Dorsey states that an estimated 15 to 20 of their students would test during the month of April each year.

A discussion was held, and the Board referred to Rule 5.16 in MSBC's Rules & Regulations that outlines requirements for student enrollment. According to Rule 5.16, the majority of high school students likely do not meet these qualifications. Executive Director Lea will convey the Board's answer to Mr. Dorsey.

Board President Smith stated the Board would now discuss Oregon reciprocity license requirements.

The Board stated that addition documentation providing a breakdown of course elements was needed from Oregon to determine reciprocity requirements. No action was taken.

Board President Smith stated the Board would now hear Kimberly Lam's case regarding reciprocity from TN.

Board Member Ennis made a motion to deny Ms. Lam's certificate of license documentation from the state of Tennessee because it was without an official state seal. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to approve.

Board President Smith stated the Board would now discuss Rule 5.25 regarding distant learning.

Board Vice President Coker made a motion to extend Rule 5.25 ninety (90) days until midnight, August 4, 2020, and to amend the rule as follows:

Rule 5.25 Online Instruction

1. A school may instruct any part of its curriculum, whether practical skills or theory instruction, through online or other distance learning technique if:
 - a. The program of online instruction or distance learning is not in violation of the requirements of its accrediting body; and
 - b. The program of online or distance learning provides a method for instructors to review the work of students for both theory and practical instruction; and
 - c. Students either already own or are provided with all necessary materials and equipment needed for practical instruction if the school teaches practical skills instruction through online or distance learning.
2. Within thirty (30) days of the latter of the effective date of this rule or the initiation of a program online or distance learning, a school instructing students through online or distance learning must complete and return a form provided by the board the following information:
 - a. The name and a detailed description of any learning platform or method of online or distance learning to be used;
 - b. Whether the school will use online or distance learning to teach theory or practical instruction, or both;
 - c. A description of the curriculum to be taught online or through distance learning, including name of the textbook used and the chapters to be taught through the online or distance learning;
 - e. A description of the equipment or materials will be necessary for the student to engage in online learning; and
 - f. The method used to track student clock hours of instruction through online or distance learning.Schools utilizing online or distance learning are required to keep records of student clock hours and must submit monthly summary reports of student clock hours to the Board.

d. A description of the method for instructors review and verify any work of students in practical instruction; and, including documentation of hourly instruction, broken down hour-

The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to approve.

Board President Smith stated the Board would now discuss the need for practical exam revisions and testing locations.

A discussion was held.

Executive Director Lea proposed that MSBC have a practical exam workshop and a rules and regulations workshop to address needed revisions.

Executive Director Lea will seek to establish a practical testing site in the Northern region of Mississippi to increase testing opportunities for the state and provide a more convenient testing site for testing candidates who live in Northern regions.

Board President Smith stated the Board would consider Agenda Requests.

Board President Smith stated the Board would now hear Antonio Thornton. Mr. Thornton failed to appear.

Board President Smith stated the Board would now hear Nhung Hong Nguyen regarding a Violation Dispute. No action was taken.

Board President Smith stated the Board would now hear Crystal Perry – Blue Cliff Clarification of Hours – No hours

Board President Smith stated the Board would now hear Barbara Campbell, reciprocity license candidate from Tennessee.

Ms. Campbell stated that she earned 1250 school hours to obtain her cosmetology license in Tennessee and has thirty-two (32) years of professional work experience as a cosmetologist. She requests that the Board waive the requirement to complete an additional 250 school hours to obtain a Mississippi license.

Board Member Ennis made a motion deny Ms. Campbell's request. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to deny.

Board Vice-President Coker made a motion to break for lunch at 12:23 PM. Board Member Stewart seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board Member Ennis made a motion to return from lunch at 1:13 PM. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve the motion.

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

Board Attorney Walley stated this was his last Board meeting to serve MSBC, that he was taking another position, and that a new attorney was being appointed for MSBC.

Board President Smith stated the Board would hear the Executive Director Update. Executive Director Lea presented the Reciprocity Update for May 2020.

Executive Director Lea presented the Financial Report Update for May 2020.

Board President Smith asked Executive Director Lea to provide an update on the transition from theory testing through Pearson Vue to theory testing through Prometric.

Executive Director Lea stated that the transition from Pearson Vue to Prometric theory testing was on schedule to activate by July 17, 2020 (30 days from June 17, 2020 Prometric contract initiation).

Board President Smith stated the Board would now consider Public Comments.

The Board stated they would like for School Coordinator, Ruby Lowery, to schedule an additional testing date before July 12, 2020 to accommodate testing candidates effected by COVID-19.

Board Member Stewart made a motion to enter a voting session for FY20 Board Member positions. Board Member Ennis seconded the motion. The Board voted unanimously 5-0 to approve the motion.

The Board voted to elect the following MSBC Board Members to preside during State Fiscal Year 2020 (July 1, 2020 through June 30, 2021): Debbie Coker, President, Jewel Stewart, Vice-President, Dorothy Ennis, Secretary, Hilda Bills, Member.

Board Vice-President Coker made a motion to end the voting session for FY20 Board Member positions. Board Secretary Bills seconded the motion. The Board voted unanimously 5-0 to approve the motion.

Board Vice-President Coker requested that the monthly board meeting scheduled for July 27, 2020 be moved to Monday, July 20, 2020 due to a schedule conflict.

Board Member Ennis made a motion to approve the July 2020 Board Meeting date change to July 20, 2020. The motion was seconded by Board Secretary Bills. The Board voted unanimously 5-0 to approve.

No Public Comments were made.

Board Member Ennis motioned to adjourn. Board Secretary Bills seconded the motion.

The Board adjourned at 4:48 PM.

Public Present:

Ann Sellers	Karon Acker
Colleen McNamee	Michelle Steele
Kelly McNamee	Tabetha Adams-Jones
Latrina Lockhart-Jones	Crystal Perry
Barbara Campbell	
Anita Jamison	
Nhung N	

MISSISSIPPI STATE BOARD OF COSMETOLOGY

MONTHLY BOARD MEETING

June 29, 2020 at 9:00 AM

APPROVAL OF MINUTES

Darlene Smith - President

Deborah Coker

Deborah Coker, Vice-President

Hilda M. Bills

Hilda Bills, Secretary

Dorothy Ennis

Dorothy Ennis, Member

Jewel Stewart

Jewel Stewart, Member