

MISSISSIPPI STATE BOARD OF COSMETOLOGY

239 N. Lamar Street, Floor 12
Jackson, MS. 39201

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



Warren Rossi - Member
Hilda Bills - Member
Stacy Lea, Executive Director

MONTHLY BOARD MEETING
APRIL 19, 2021, 9:00 AM
MINUTES

Board Members:

Deborah Coker, President
Jewel Stewart, Vice-President
Dorothy Ennis, Secretary
Hilda Bills, Member (absent)
Warren Rossi, Member

Others Present:

Pete Cajoleas, Special Assistant Attorney General
Stacy Lea, Executive Director
Ruby Lowery, Schools & Testing Administrator
Jody Wilmoth, Reciprocity

President Coker called the meeting to order at 9:17 AM.

Secretary Ennis called for a roll call of Board Members, staff, and members of the public. Four (4) Board Members, one (1) attorney, (3) staff members, and two (2) members of the public were present.

President Coker stated the Board would now hear reciprocity candidate Eileen Shelby's agenda request to accept her cosmetology education and experience from Canada to meet temporary work permit requirements.

Vice-President Stewart motioned that the Board table approval of Ms. Shelby's request pending additional information and documentation of cosmetology work experience. Secretary Ennis seconded the motion, the motion was carried unanimously (4-0).

President Coker stated the Board would now hear the agenda request from a reciprocity candidate with a felony conviction requesting Board permission for licensure.

Vice-President Stewart motioned that the Board grant the reciprocity candidate with a felony conviction permission to obtain a MS license. Board Member Rossi seconded the motion, and the motion was carried unanimously (4-0).

President Coker stated the Board would now hear the agenda request for school admission permission for a candidate with a felony conviction.

Board Member Rossi motioned that the Board grant the candidate with a felony conviction permission to enroll in school. Vice-President Stewart seconded the motion, and the motion was carried unanimously (4-0).

President Coker stated the Board would now discuss MSBC office communications procedures. A discussion was held, and no action was taken.

President Coker stated the Board will now hear from Pete Cajoleas, Special AG Attorney, regarding development of a Temporary Emergency Rule to implement Temporary Practice Permits for out-of-state license candidates under the new Universal Recognition of Licensing Act.

Secretary Ennis motioned that the Board approve Attorney Cajoleas' proposal for the development and implementation of a Temporary Emergency Practice Permit to align with new Universal Recognition of Licensing Act. Member Rossi seconded the motion, & the motion carried (4-0).

President Coker stated the Board would now hear Executive Director Lea's proposal for the purchase of new central office staff computer hardware.

Executive Director Lea proposed that the Board approve the purchase of a Firewall to enhance agency network cybersecurity and to purchase seven (7) central office staff computer systems consisting of an industrial grade laptop, dual video monitors, sound bar, and network docking port for each central office staff member for the purpose of:

- 1) Equipping all office staff computer systems with enhanced operating functions and speed to prepare for and better accommodate system upgrades planned for implementation soon.
- 2) Enhancing system memory capabilities to accommodate the agency's transition from paper to digital document management and storage.
- 3) Equipping all office staff with enhanced dual screen audio and video conferencing capabilities.
- 4) Equipping all office staff with remote work capability (if needed) by replacing desktop PC's with commercial grade laptops and office network docking stations. This is a pro-active measure intended to greatly reduce the risk of future disruptions in agency functions by equipping staff with the ability to continue job duties remotely should unexpected office closures occur as we have encountered during 2020 and 2021 for reasons such as pandemic quarantines, extended hazardous weather conditions, and water/sewer issues.

Secretary Ennis motioned that the Board approve Executive Director Lea's request to purchase the new Firewall and office staff computer hardware proposed. Vice-President Stewart seconded the motion, and the motion carried unanimously (4-0).

President Coker asked for a motion to break for lunch.

Secretary Ennis motioned that the Board break for lunch. Member Rossi seconded the motion, and the motion carried unanimously (4-0).

President Coker stated the Board will now break for lunch at 12:30 PM.

President Coker asked for a motion to return from lunch.

Secretary Ennis motioned to return from lunch at 1: 24 PM and resume meeting. Vice-President Stewart seconded the motion, and the motion carried unanimously (4-0).

President Coker stated the Board will now consider Executive Director Lea's proposal to purchase a new licensing management software system for the agency. A discussion was held, and no action was taken.

President Coker stated the Board will now consider David Oliver's request to present information on continuing education management services to the Board at the May 2021 Board Meeting.

Secretary Ennis stated that the MSBC central office staff oversee instructor continuing education requirements and motioned that the Board deny Mr. Oliver's request to present information on outside continuing education management services to the Board. Vice-President Stewart seconded the motion, and the motion was carried (4-0).

President Coker stated the Board would now review monthly agency department reports.

MSBC monthly department reports for March 2021.

- Budget/Financial Reports – Executive Director, Stacy Lea
- HR Leave Reports – Executive Director, Stacy Lea
- School Report – Schools & Testing Administrator, Ruby Lowery
- Testing Report – Schools & Testing Administrator, Ruby Lowery
- Approval Letters / Work Permit Report – Schools & Testing Assistant, Nina Jackson
- Licensing Report – Licensing Agent, Porsha Welch
- Reciprocity Report – Reciprocity Licensing Agent, Jody Wilmoth
- Posting Report – Payment Processing, Nicole Spurk
- Salon Inspections Report - Schools & Testing Administrator, Ruby Lowery

President Coker stated the Board would now consider March 2021 Board Minutes for approval.

Board Member Rossi motioned that the Board approve the March 2021 minutes presented. Vice-President Stewart seconded the motion, and the motion was carried unanimously (4-0).

President Coker stated the next item on the agenda pertains to personnel and would now recognize a motion for the meeting to be closed to determine if the Board should declare an executive session.

Vice-President Stewart motioned for the Board to enter closed session and a discussion was held.

Secretary Ennis motioned for the Board to enter executive session.

President Coker stated the Board would now enter executive session at 4:42 PM.

President Coker requested a motion to exit executive session and return to regular session.

Member Rossi motioned for the Board to exit executive session and return to regular session.

President Coker stated the Board would now resume regular session at 6:11 PM.

President Coker requested a motion to adjourn the Board Meeting.

Vice-President Stewart motioned for the Board to adjourn. Member Rossi seconded the motion, and the motion carried unanimously (4-0).

President Coker stated the Board Meeting will now adjourn at 6:18 PM.

There were no public comments.

Public Present:
Vanessa Myers
Carlene Daniels

MISSISSIPPI STATE BOARD OF COSMETOLOGY
BOARD MEETING
April 19, 2021

APPROVAL OF MINUTES



Deborah Coker - President



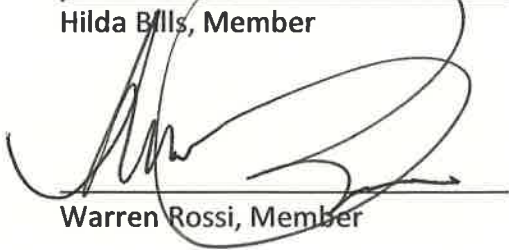
Jewel Stewart, Vice-President



Dorothy Ennis, Secretary



Hilda Bills, Member



Warren Rossi, Member