

**MISSISSIPPI STATE BOARD OF COSMETOLOGY**

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

**Deborah Coker - President**  
**Jewel Stewart - Vice President**  
**Warren Rossi - Secretary**



**Dorothy Ennis - Member**  
**Hilda Bills - Member**  
**Stacy Lea, Executive Director**

**MONTHLY BOARD MEETING**  
**JULY 26, 2021**  
**MINUTES**

**Board Members:**

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

**Others Present:**

Pete Cajoleas, Special Assistant Attorney General  
Stacy Lea, Executive Director  
Ruby Lowery, Schools & Testing Coordinator  
Jody Wilmoth, Reciprocity Licensing Agent  
Denise DeRossette, MSBC Fiscal Agent/Consultant  
Charlie Case, MSBC IT Consultant

President Coker called the meeting to order at 9:03 AM.

Board Secretary Rossi called for a roll call of Board Members, staff, and members of the public.

All five (5) Board Members, one (1) AG attorney, three (3) staff members, two (2) agency consultants, and seven (7) members of the public were present.

President Coker stated the Board would now consider agenda requests submitted by two (2) constituents with felony convictions requesting permission to enroll in school.

Vice-President Stewart motioned that the Board approve the requests and grant both constituents permission to enroll in school. Secretary Rossi seconded the request, and the motion was carried unanimously (5-0)

President Coker stated the Board would now consider A. Jamison's agenda request regarding clarification of 2022 CEU hour requirements.

Board Member Ennis motioned to table decision regarding Ms. Jamison's request for clarification on 2022 CEU pending additional information needed. Board Member Bills seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board would now consider Chris's Beauty College agenda request regarding approval of Bonner Broth Hair Show for MSBC instructor CEU credits.

A discussion was held.

Bord Member Ennis motioned that the Board deny Chris's Beauty College's request to approve Bonner Brothers Hair Show for MSBC instructor CEU credits. Secretary Rossi seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board would now consider Melvin Calton's agenda request regarding a legislative revision proposal.

A discussion was held and a copy of Mr. Calton's proposed legislative revision is attached to the minutes.

President Coker stated the Board will now consider the Territory 2 Inspector candidate recommendation for hire.

Secretary Rossi motioned that the Board extend an offer of employment to Territory 2 Inspector Candidate, James Wiggins. Vice-President Stewart seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board will now consider Executive Director Lea's proposal to contract a Program Manager to provide additional support to agency staff with the development and implementation of the new NIC/ELP licensing system.

Board Member Ennis motioned that the Board approve Executive Director Lea's proposal to contract a Program Manager to assist with computer program development & implementation with an initial contract budget maximum of \$10,000. Secretary Rossi seconded the motion, and the motion was carried unanimously (5-0).

President Coker requested a motion to recess for lunch.

Secretary Rossi motioned that the Board recess for lunch. Board Member Bills seconded the motion, and the motion was carried unanimously (5-0).

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

President Coker stated the Board will now return from lunch and resume meeting at 1:20 PM.

President Coker stated the Board will now consider Executive Director Lea's proposal to renew the contract with Charlie Case of Core Technology to continue IT consulting services for MSBC.

Board Member Ennis motioned that the Board approve Executive Director Lea's proposal to renew the contract with Charlie Case of Core Technology to continue serving as IT consultant for MSBC, with an initial contract maximum amount of \$5,000. Board Member Bills seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board would now consider Executive Director's proposal to provide seven (7) office staff and five (5) Board Members with cell phones.

Executive Director Lea stated that the purpose of providing cell phone call and mobile wifi capabilities for office staff is to fully equip all staff to work remotely if necessary and to equip all Board Members with video conferencing capabilities.

Secretary Rossi motioned that the Board approve Executive Director Lea's proposal to provide cell phones for seven (7) staff and five (5) Board Members according to the availability of budget funds. Vice-President Stewart seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board would now consider Executive Director Lea & Consultant DeRossette's proposal to set a staff policy to set a minimum leave balance requirement to qualify for payroll direct deposit.

Vice-President Stewart motioned that the Board establish a policy that requires employees to acquire a minimum of 40 hours of personal leave in order to receive pay checks by direct deposit. Secretary Rossi seconded the motion, and the motion was carried unanimously (5-0).

#### JUNE 2021 AGENCY DEPARTMENT REPORTS:

- Financial & Budget Reports – Stacy / Denise
- Posting Report – Nicole
- In-State Licensing Report – Porsha
- Out-Of-State Licensing Report - Jody
- Schools & Testing Report - Ruby
- Testing Approval Letters / School Work Permit Reports - Nina
- Salon Inspections Report – Ruby
- IT & Phone Reports – Stacy

#### APPROVAL OF MINUTES

#### PUBLIC COMMENTS

President Coker requested a motion to adjourn.

Secretary Rossi motioned that the meeting be adjourned. Vice-President Stewart seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the meeting is now adjourned at 5:46 PM.

#### Members of the Public:

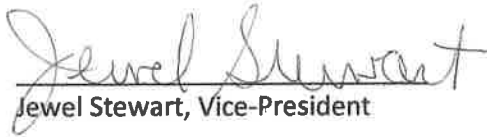
- Ray Wright
- Drew Johnson
- Melvin Calton
- Sylvina Buckley
- Anita Jamison
- Amy Griffin
- Dr. Kathy McMurtry

MISSISSIPPI STATE BOARD OF COSMETOLOGY  
MONTHLY BOARD MEETING  
JULY 26, 2021

APPROVAL OF MINUTES



Deborah Coker - President



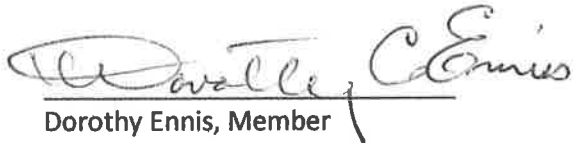
Jewel Stewart, Vice-President

---

Warren Rossi, Secretary

---

Hilda Bills, Member



Dorothy Ennis, Member