

# MISSISSIPPI STATE BOARD OF COSMETOLOGY

Woolfolk Conference Room 117  
501 N West Street, Jackson, MS. 39201

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



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

## **SPECIAL CALLED BOARD MEETING OCTOBER 25, 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  
Denise DeRossette, Fiscal Agent / Consultant  
Jennifer Sebring, PEER Analyst  
Drew Johnson, PEER Analyst

President Coker called the meeting to order at 9: 17 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 (1) agency consultant, two (2) PEER analysts, and two (2) members of the public was present.

President Coker stated the Board would now consider Kathy Tollison's agenda request for final inspection for school licensure of Tupelo Academy's proposed esthetics program.

Secretary Rossi motioned that Board approve Tupelo Academy for final inspection of their proposed esthetics program for licensure. Member Bills seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board would now hear Attorney Cajoleas's briefing on the Findings of Fact, Conclusions of Law & Final Order, Cause No. 2021-2.

Member Ennis motioned that the Board approve Attorney Cajoleas's Findings of Fact, Conclusions of Law & Final Order, Cause No. 2021-2.

President Coker stated the Board would now consider approval of the October, 2021 Premiere event in Orlando, FL for MSBC instructor CEU requirement credit.

Vice-President Stewart motioned that the Board approve CEU credits obtained by instructors at the 2021 Premiere event in Orlando, FL to meet requirements for MSBC instructor licensure. Secretary Rossi seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board would now consider the introduction of obtaining and implementing digital fingerprinting and photo identity systems for MSBC licensure.

Attorney Cajoleas briefed the Board on the option of obtaining and implementing digital fingerprinting and photo identity systems in order to increase efficiency and credibility of the licensure applicant verification process.

President Coker stated the Board would now consider Executive Director Lea's proposal to approve Premiere events as an MSBC approved CEU provider.

Vice-President Stewart motioned that the Board approve Executive Director Lea's proposal to approve Premiere as an approved MSB CEU provider for a maximum seven (7) hours of CEU credits per day. Secretary Rossi seconded the motion, and the motion was carried unanimously (5-0).

President Coker requested a motion for the Board to recess for lunch.

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

President Coker stated the Board will now recess for lunch at 12:15 PM.

President Coker stated the Board will resume meeting at 1:11 PM.

President Coker requested a motion to close the meeting to discuss the need to go in to executive session.

Vice-President Stewart motion that the meeting be closed to discuss the need to go into executive session. Board Member Ennis seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board will now enter executive session at 1:16 PM to discuss agency personnel and staff vacancy matters.

President Coker stated the Board will now exit executive session and resumed regular session at 2:15 PM.

President Coker stated the Board will now consider MSBC Employee Handbook revisions proposed by agency HR consultant, Denise DeRossett of Cornerstone Consulting and Executive Director Lea.

Vice-President Stewart motioned for the Board to approve the following terms and conditions regarding the proposed MSBC Employee Handbook revisions:

- 1) Approve the MSBC Employee Handbook revisions proposed by Ms. DeRossette and Ms. Lea.
- 2) The revised handbook policies will be effective for all MSBC employees November 1, 2021.
- 3) A copy of the revised handbook will be provided to all MSBC employees prior to November 1, 2021.
- 4) All MSBC employees are to submit a signed acknowledgement form to their immediate supervisor confirming receipt and acceptance of the revised handbook policies.

Member Ennis seconded the motion, and the motion was carried unanimously (5-0).

President Coker stated the Board would now consider the September 17, 2021 and September 27, 2021 Board minutes for approval.

Member Ennis motioned for the Board to approve the September 17, 2021 and September 27, 2021 Board minutes presented. Secretary Rossi seconded the motion, and the motion was carried unanimously (5-0).

There were no public comments made.

President Coker requested a motion to adjourn the meeting.

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:

Melvin Calton     Kathy Tollison

MISSISSIPPI STATE BOARD OF COSMETOLOGY  
SPECIAL TELEPHONIC BOARD MEETING  
OCTOBER 25, 2021 at 9:00 AM

APPROVAL OF MINUTES

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Deborah Coker - President

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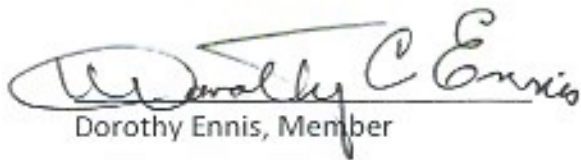
Jewel Stewart, Vice-President

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Warren Rossi, Secretary

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Hilda Bills, Member



Dorothy Ennis, Member