

Mississippi State Board of Cosmetology  
Location for Public Access - Monday, February 10, 2023  
Robert E. Lee Building, Suite 301, 239 N. Lamar Street, Jackson, MS 39202

**Special Called Teleconference Board Meeting Minutes of February 10, 2023,  
as amended February 27, 2023**

I. Welcome and Call to Order

Warren Rossi, Chairman of the Mississippi State Board of Cosmetology called the meeting to order at 8:00 a.m. on February 10, 2023. Debbie Coker performed the roll call. May the record reflect that there was a quorum present for voting purposes with the following members of the Mississippi State Board of Cosmetology present:

Hilda Bills, Member  
Debbie Coker, Secretary  
Warren Rossi, Chairman  
Jewel Stewart, Vice-Chairman

Members absent due to illness:

Dorothy Ennis, Member – due to illness

Also present were:

Pete Cajoleas, Special Assistant Attorney General / Counsel for the Board  
Ruby Lowery, Interim Executive Director  
Yvonne Laird, Contractor/Consultant

II. Senate Bill 2160, as amended

Senate Bill 2160 was amended on the floor of the Senate on February 9, 2023 and is currently headed to the House of Representatives for review and action. After discussion, the motion was made Jewel Stewart to accept the amended bill, as passed and advise the Mississippi Cosmetology Council, made up by membership of the Mississippi Cosmetology Association, the Mississippi Cosmetology School Association, the Mississippi Independent Beauticians Association and the School Owners and Teachers Association and their respective representatives. A second was provided by Hilda Bills. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

Chairman Rossi will prepare a statement from the Board to be shared with these Council members as well as the public, as requested.

III. Executive Session

CLOSED DETERMINATION/EXECUTIVE SESSION

Upon motion made by Jewel Stewart the Board voted to go into a closed determination session to establish the need for an Executive Session. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart and Warren Rossi; voting against none; recusal: none; absent: Dorothy Ennis.

In the determination session, Debbie Coker moved, seconded by Hilda Bills, that the Board had reason to go into Executive Session, namely for the transaction of business and discussions regarding (1) the employment and job performance of a staff person; The Board determined that facts presented constituted the need for Executive Session under § 25-41-7 (k), Miss. Code Ann., as revised. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart and Warren Rossi; voting against none; recusal: none; absent: Dorothy Ennis.

The Board announced to the public the aforesaid reasons as the Board's purpose for entering an Executive Session.

Upon the conclusion of business of Executive Session, the Board voted, upon motion made by Jewel Stewart to come out of Executive Session. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart and Warren Rossi; voting against: none; recusal: none; absent: Dorothy Ennis.

The Board resumed in open meeting by announcing the following actions and votes taken in Executive Session.

#### RETURN TO REGULAR SESSION

Within the Executive Session, the Board took the following actions:

The motion was made by Debbie Coker to move the School Officer to the CSR I receptionist/front desk pin as the individual was found to have remained an owner as identified in the school application of a licensed and active cosmetology school after numerous discussions with the employee to have her name removed from the records and several request from the school requesting legal documents to support her removal. No response from either party has been received as of this date. A second was provided by Hilda Bills. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

#### IV. Adjournment

There being no further business to come before the Board, the motion was made by Hilda Bills to adjourn the meeting at 8:45 a.m.. A second was provided by Jewel Stewart. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

APPROVED:

  
Jewel Stewart, Vice Chairman

  
Debbie Coker, Secretary

Mississippi State Board of Cosmetology  
Location for Public Access – Wednesday, March 8, 2023  
Robert E. Lee Building, Suite 301, 239 N. Lamar Street, Jackson, MS 39202

**Special Called Teleconference Board Meeting Minutes of March 8, 2023**

I. Welcome and Call to Order

Warren Rossi, Chairman of the Mississippi State Board of Cosmetology called the meeting to order at 8:30 a.m. on March 8, 2023. Debbie Coker performed the roll call. May the record reflect that there was a quorum present for voting purposes with the following members of the Mississippi State Board of Cosmetology present:

Hilda Bills, Member  
Debbie Coker, Secretary  
Warren Rossi, Chairman  
Jewel Stewart, Vice-Chairman

Members absent due to illness:

Dorothy Ennis, Member – due to illness

Also present were:

Pete Cajoleas, Special Assistant Attorney General / Counsel for the Board  
Ruby Lowery, Interim Executive Director  
Yvonne Laird, Contractor/Consultant

II. Executive Session

CLOSED DETERMINATION/EXECUTIVE SESSION

Upon motion made by Debbie Coker the Board voted to go into a closed determination session to establish the need for an Executive Session. A second was provided by Jewel Stewart. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart, and Warren Rossi; voting against none; recusal: none; absent: Dorothy Ennis.

In the determination session, Debbie Coker moved, seconded by Hilda Bills, that the Board had reason to go into Executive Session, namely for the transaction of business and discussions regarding (1) the employment of a staff person; The Board determined that facts presented constituted the need for Executive Session under § 25-41-7 (k), Miss. Code Ann., as revised. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart, and Warren Rossi; voting against none; recusal: none; absent: Dorothy Ennis.

The Board announced to the public the aforesaid reasons as the Board's purpose for entering an Executive Session.

Upon the conclusion of business of Executive Session, the Board voted, upon motion made by Jewel Stewart to come out of Executive Session. A second was provided by

Hilda Bills. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart, and Warren Rossi; voting against: none; recusal: none; absent: Dorothy Ennis.

The Board resumed in open meeting by announcing the following actions and votes taken in Executive Session.

#### RETURN TO REGULAR SESSION

Within the Executive Session, the Board took the following actions:

The motion was made by Jewel Stewart to notify Denise De Rossette requesting that she prepare an offer letter to Sharon Berry Clark to fill the position of Executive Director with the annual salary of \$75,000. An assessment will be performed by the Board in six (6) months which will be based on developed performance measures in accordance with the State Personnel Board requirements. A second was provided by Debbie Coker. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

#### III. Adjournment

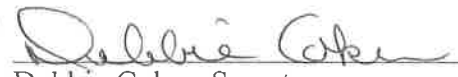
There being no further business to come before the Board, the motion was made by Debbie Coker to adjourn the meeting at 8:47 a.m. A second was provided by Hilda Bills.

The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

APPROVED:

  
Jewel Stewart, Vice Chairman

  
Debbie Coker, Secretary

**MISSISSIPPI STATE BOARD OF COSMETOLOGY**  
**BOARD MEETING AGENDA 9:00 AM February 27, 2023**  
**Robert E. Lee Building 3<sup>rd</sup> Floor Suite 301**  
**239 N. Lamar Street**  
**Jackson MS 39202**

- |       |   |                            |
|-------|---|----------------------------|
| I.    | Welcome and Call to Order   | Warren Rossi               |
| II.   | Hearing / Hearing Update  | Pete Cajoleas              |
| III.  | Agenda Request  | Ruby Lowery                |
|       | A. Andrea Calton CEU hour request June 11 <sup>th</sup> -12 <sup>th</sup> 2023  |                            |
|       | B. Armstrong McCall CEU hour request March 27, 2023                             |                            |
|       | C. Lakisha Peten CEU hour request April 2, 2023-June 18, 2023-November 12, 2023 |                            |
|       | D. Traxler's School of Hair CEU hour request April 23-24, 2023                  |                            |
|       | E. Premier Orlando June 3-5, 2023   |                            |
|       | F. MCA CEU request May 7, 2023  |                            |
| IV.   | Discussion of Prior Board Meeting Minutes                                       | Warren Rossi               |
|       | A. Regular Scheduled Meeting of January 30, 2023                                |                            |
|       | B. Telephonic Board Meeting February 3, 2023                                    |                            |
|       | C. Telephonic Board Meeting February 10, 2023                                   |                            |
| V.    | Report of Officers  |                            |
|       | A. Chairman   | Warren Rossi               |
|       | B. Vice Chairman  | Jewel Stewart              |
|       | C. Secretary / Treasurer  | Debbie Coker               |
|       | 1. Financial Reports  | Yvonne Laird               |
| VI.   | MS Cosmetology Council 73-7-7-(1)   | Dot Ennis                  |
| VII.  | Legislature Committee Update  | Debbie Coker, Warren Rossi |
| VIII. | Report of Counsel (Executive Session )  | Pete Cajoleas              |
|       | A. Special Investigation  |                            |
|       | B. Summary of Procedural Options in Approved Disciplinary Matter                |                            |
|       | C. Personal Matters   |                            |
|       | D. Agenda Request, Item III.C.  |                            |
| IX.   | Executive Director's Report   | Ruby Lowery                |
|       | A. Practical Testing  |                            |
|       | B. Theory Testing   |                            |
|       | C. UROLA Testing  |                            |
|       | D. UROLA Permits  |                            |
|       | E. Inspection Update  |                            |
| X.    | Old Business  |                            |
|       | A. Contract Extension Discussion  |                            |
| XI.   | New Business  | Warren Rossi               |
|       | A. Interview Team Appointment   |                            |
|       | B. MSBC Uniforms  |                            |
| XII.  | Adjournment   | Warren Rossi               |

Mississippi State Board of Cosmetology  
Location for Public Access Monday, January 30, 2023  
Robert E. Lee Building, Suite 301, 239 N. Lamar Street, Jackson, MS 39202

**Regular Scheduled Board Meeting Minutes of February 27, 2023**

I. Welcome and Call to Order

Warren Rossi, Chairman of the Mississippi State Board of Cosmetology called the meeting to order at 9:00 a.m. on February 27, 2023. Debbie Coker performed the roll call. May the record reflect that there was a quorum present for voting purposes with the following members of the Mississippi State Board of Cosmetology present:

Hilda Bills, Member  
Debbie Coker, Secretary  
Warren Rossi, Chairman  
Jewel Stewart, Vice-Chairman (arrived at 9:30 am due to an emergency)

Members absent due to illness:

Dorothy Ennis, Member

Also present were:

Pete Cajoleas, Special Assistant Attorney General / Counsel for the Board  
Ruby Lowery, Interim Executive Director  
Yvonne Laird, Contractor/Consultant

Members of the general public present:

Andrea Calton, Academy of Hair  
Melvin Calton, Academy of Hair  
Carlene Daniels, Unlimited Cosmetology School  
Vanessa Myers, Unlimited Cosmetology School  
Sylvina Buckley, Hair Station Studio  
Dennis Buckley  
Angie Griffin  
Neil Wailes, Investigator

II. Hearings / Hearing Update

At the request of Counsel this was moved to Item VIII. Executive Session

III. Agenda Request

A. Andrea Calton

The motion was made by Debbie Coker to approve Andrea Calton's request for 12 CEU hour for June 11 – 12, 2023 with travel reimbursements authorized for Board members and the Interim Executive Director. A second was by Hilda Bills. The vote was, as follows:

Aye – Hilda Bills                      Aye – Debbie Coker  
Absent – Dorothy Ennis              Aye – Warren Rossi  
Absent – Jewel Stewart

- B. Armstrong McCall  
The motion was made by Debbie Coker to approve Armstrong McCall's request for 4 CEU hours for March 27, 2023 with travel reimbursements authorized for Debbie Coker and Jewel Stewart. A second was provided by Hilda Bills. The vote was, as follows:

Aye – Hilda Bills                      Aye – Debbie Coker  
Absent – Dorothy Ennis              Aye – Warren Rossi  
Absent – Jewel Stewart

- C. Lakisha Peten  
Moved to Executive Session, VIII, Item D.

- D. Traxler's School of Hair  
The motion was made by Hilda Bills to approve Traxler's request for 12 CEU hours for April 23 - 24, 2023 with travel reimbursements authorized for assigned Board monitors. A second was provided by Debbie Coker. The vote was, as follows:

Aye – Hilda Bills                      Aye – Debbie Coker  
Absent – Dorothy Ennis              Aye – Warren Rossi  
Absent – Jewel Stewart

- E. Premier Orlando  
The motion was made by Debbie Coker to approve 12 CEU hours for Premier which will be held June 3 - 5, 2023 in Orlando, Florida with travel reimbursements authorized for all Board members and the Interim Executive Director. A second was provided by Hilda Bills. The vote was, as follows:

Aye – Hilda Bills                      Aye – Debbie Coker  
Absent – Dorothy Ennis              Aye – Warren Rossi  
Absent – Jewel Stewart

- F. MCA  
The motion was made by Hilda Bills to approve MCA's request for 7 CEU theory hours for May 7, 2023 with travel reimbursements authorized for the Board members and the Interim Executive Director. A second was provided by Debbie Coker. The vote was, as follows:

Aye – Hilda Bills                      Aye – Debbie Coker  
Absent – Dorothy Ennis              Aye – Warren Rossi  
Absent – Jewel Stewart

IV. Discussion of the Prior Board Meeting Minutes

- A. The motion was made by Debbie Coker to approve the Board Meeting Minutes January 30, 2023, as presented. A second was provided by Jewel Stewart. The vote was, as follows:

Aye – Hilda Bills                      Aye – Debbie Coker  
Absent – Dorothy Ennis              Aye – Warren Rossi  
Aye – Jewel Stewart



B. The motion was made by Jewel Stewart to approve the Board Meeting Minutes of February 3, 2023, as presented. A second was provided by Debbie Coker. The was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

C. The motion was made by Hilda Bills to approve the Board Meeting Minutes February 10, 2023, as revised. A second was provided by Jewel Stewart. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

V. Report of Officers

A. Chairman

As a reminder, Chairman Rossi, noted that the March 27, 2023 meeting had been previously moved to March 20, 2023. The MSBC and DFA Transparency websites be updated.

B. Vice-President

Jewel Stewart had no special business to come before the Board.

C. Secretary/Treasurer

The motion was made by Jewel Stewart to accept the financial reports as submitted by Denise DeRossette, Cornerstone Consulting. A second was provided by Debbie Coker. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

VI. MS Cosmetology Council 73-7-7 (1)

Melvin Calton provided an overview of the discussions held at the MS Cosmetology Council meeting which was held on February 26, 2023. No action required by the Board at this time.

VII. Legislative Committee Update

SB 2160 is now in the House Public Health and Welfare Committee. The committee deadline is Tuesday, February 28, 2023. No action required by the Board at this time.

VIII. Report of Counsel

CLOSED DETERMINATION/EXECUTIVE SESSION

Upon motion made by Debbie Coker the Board voted to go into a closed determination session to establish the need for an Executive Session. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart, and Warren Rossi; voting against none; recusal: none; absent: Dorothy Ennis.

In the determination session, Jewel Stewart moved, seconded by Hilda Bills, that the Board had reason to go into Executive Session, namely for the transaction of business and discussions regarding investigative proceedings regarding allegations of misconduct or violation(s) of law (Item A and Item D); and transaction of business and discussions regarding employment or job performance of a person in a specific position (Item B and Item C). The Board determined that facts presented constituted the need for Executive Session under § 25-41-7 (k), Miss. Code Ann., as revised. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart, and Warren Rossi; voting against none; recusal: none; absent: Dorothy Ennis.

The Board announced to the public the aforesaid reasons as the Board's purpose for entering an Executive Session.

Upon the conclusion of business of Executive Session, the Board voted, upon motion made by Hilda Bills to come out of Executive Session with a second by Jewel Stewart. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Jewel Stewart, and Warren Rossi; voting against: none; recusal: none; absent: Dorothy Ennis.

The Board resumed in open meeting by announcing the following actions and votes taken in Executive Session.

#### RETURN TO REGULAR SESSION

Within the Executive Session, the Board took the following actions:

- A. Special Investigation – Licensee Registration Number 2022-0733508-4  
No action taken by the Board at this time.
- B. Summary of Procedural Options in Approved Disciplinary Matter  
Counsel advised that the motion made in the February 10, 2023 Executive Session did not comply with SBA policy. Therefore, Ruby Lowery and Yvonne Laird were requested to prepare and update current job descriptions and transmit to Cornerstone for the development of performance measures in accordance with SPB rules and regulations. No further action required by the Board.
- C. Personnel Matters  
No Board took no action in this matter.
- D. Agenda Request, Item III.C above  
The motion was made by Jewel Stewart to approve Lakisha Peten's request for 8 CEU hours (3,5 Theory; 4.5 Methods) for April 2, 2023 for cosmetologist and estheticians with travel reimbursements authorized for assigned Board monitors and the Interim Executive Director. A second was provided by Debbie Hilda Bills. The vote was, as follows:  
Aye – Hilda Bills                      Aye – Debbie Coker  
Absent – Dorothy Ennis              Aye – Warren Rossi

Aye – Jewel Stewart

Ruby Lowery will advise Lakisha Johnson that she should resubmit within 45 days for the June 18 and November 12, 2023 tentative scheduled dates.

IX. Executive Director’s Report

A. Practical Testing

Student permits totaled 19; student enrollments entered totaled 55 and 121 student approval letters issued for practical testing.

B. Theory Testing

Exam / Form	Candidate Count	Pass Count	Fail Count	Pass Percent	Multiple Attempts	Retake Pass	Retake Fail	Retake Pass %
Cosmetology	NO REPORT RECEIVED							
Esthetics								
Nail Tech								
Instructor								

C. Out of State Testing (UROLA)

A total of 37 individuals were given the Sanitation and Law Examinations. There were 19 who passed for licensure.

D. Universal Recognition of Occupational License (UROL) Permit

Out of state applications processed totaled 36; out of state permits issued 29 for a total of out of state permits issued since July 1, 2021 thru January 31, 2023 of 1225.

E. Inspection Report

Salon inspections totaled 305 with 59 violations issued.

At 12:16 p.m. on Monday, February 27, 2023, Debbie Coker made the motion to recess for lunch. Jewel Stewart provided a second. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

The motion was made by Jewel Stewart to return from recess at 12:45 p.m. on Monday, February 27, 2023. A second was provided by Debbie Coker. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

X. Old Business

A. After discussions and verification from Denise De Rossette that monies were available, the motion was made by Debbie Coker to extend the contract J-Bar and Associates, Inc. for a period of one (1) month, expiring March 31, 2023. A second was provided by Jewel Stewart. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye Warren Rossi
Aye – Jewel Stewart	

XI. New Business

- A. Warren Rossi appointed Debbie Coker and Hilda Bills to co-chair the interview team for the executive director position. Ruby Lowery, Interim Executive Director and Yvonne Laird, Contractor were also requested to be in attendance. Denise De Rossette will provide standard interview questions as previously distributed.
- B. The motion was made by Debbie Coker to authorize MSBC to provide two (2) sets of Fig scrubs bi-annually for those employees who have requested that they be allowed to wear this uniform as previously approved with no color requirements. A second was provided by Jewel Stewart. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	


XII. Adjournment

There being no further business to come before the Board, the motion was made by Hilda Bills to adjourn the meeting at 1:06 p.m. A second was provided by Jewel Stewart. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis	Aye – Warren Rossi
Aye – Jewel Stewart	

APPROVED:

  
Jewel Stewart, Vice Chairman

  
Debbie Coker, Secretary