

Mississippi State Board of Cosmetology
Location for Public Access Sunday, September 18, 2022: 239 Lamar Street, Robert E. Lee
Building, Suite 301, Jackson, MS 39202
Location for Public Access Monday, September 19, 2022: 501 N. West Street, Ste 117,
Jackson, MS 39201

**Regular Scheduled Board Meeting Minutes of September 18 – 19, 2022,
As Revised October 31, 2022**

I. Welcome and Call to Order

Jewel Stewart, Vice-Chairman of the Mississippi State Board of Cosmetology called the meeting to order at 1:00 p.m. on September 18, 2022. Debbie Coker performed the roll call. May the record reflect the following members of the Mississippi State Board of Cosmetology present:

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

Also present was:

Pete Cajoleas, Special Assistant Attorney General / Counsel for the Board
Ruby Lowery, Interim Executive Director
Porsha Welch, Senior Licensing Agent
Yvonne Laird, Contractor/Consultant (Sunday)
Dana Gordon, Court Reporter (Monday)
Drew Hudson, Inspector (Monday)
Drew Malone, Judge (Monday)

II. Hearings / Hearing Update

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

In the determination session, Dorothy Ennis 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 of law. 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, Dorothy Ennis, and Jewel Stewart; voting against none; refusal: none; absent: Warren Rossi.

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

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:

1. The motion was made by Hilda Bills and a second provided by Debbie Coker to accept the recommendation of Pete Cajoleas and determined that there was reasonable cause to believe that violations of law had occurred and notice of hearing would be set forth, as follows:
 - A. Notice of Hearing
Notice of Hearing and Complaint was issued in Cause Number 2022-02-4590-4 August 15, 2022 which will be held before the Board on Monday, September 19, 2022.
 - B. Invite Letter
An individual invitation to attend the meeting tomorrow and the Board instructed team lead to work toward licensure of the salon.
 - C. Salon Violation
The Board determined that they would not pursue violations at this time due to discrepancy between inspection report and the inspector's comments.

The vote was, as follows:

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

III. Agenda Request

A. Corinth Academy of Cosmetology Special Candidate

The motion was made by Hilda Bills with a second by Dorothy Ennis to approve a student candidate with a felony conviction as the conviction is not directly related to the profession of cosmetology in accordance with the Fresh Start Act of 2019. The vote was, as follows :

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

B. Corinth Academy of Cosmetology Special Candidate

The motion was made by Debbie Coker with a second by Hilda Bills to approve a student candidate with a felony conviction as the conviction is not directly related to the profession of cosmetology in accordance with the Fresh Start Act of 2019. The vote was, as follows :

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

IV. Discussion of the Prior Board Meeting Minutes

The motion was made by Hilda Bills to approve the Board Meeting Minutes of August 29, 2022 Minutes, as corrected. A second was provided by Dorothy Ennis. The vote was, as follows:

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

The motion was made by Debbie Coker to approve the Telephonic Board Meeting Minutes of August 8, 2022 Minutes, as corrected. A second was provided by Hilda Bill. The vote was, as follows:

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

The motion was made by Hilda Bills to approve the Board Meeting Minutes of July 25, 2022 Minutes, as corrected. A second was provided by Dorothy Ennis. The vote was, as follows:

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

The motion was made by Debbie Coker to approve the Board Meeting Minutes of June 26-27, 2022 Minutes, as corrected. A second was provided by Dorothy Ennis. The vote was, as follows:

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

Aye – Jewel Stewart

- V. Report of Officers
 - A. Chairman
No special business to come before the Board as Chairman Rossi was unable to attend.
 - B. Vice-President
Jewel Stewart had no special business to come before the Board.
 - C. Secretary/Treasurer
The Board received copies of the financial reports for fiscal year end June 30, 2022, as well as current financial information for fiscal year 2023 ending August 29, 2022. The financial reports were accepted as submitted.
- VI. MS Cosmetology Council (73-7-7 (1)
Dorothy Ennis indicated that the MS Cosmetology Counsel will meet Sunday, September 25, 2022 at 1:00. MCA will provide the food.
- VII. Legislative Committee Update
Jewel Stewart requested that something will be written up to advise MCC that any proposed legislation to merge MBBE and MSBC will be taken under advisement. This notice would also include consideration of a number of logistical, budget and staffing challenges for a seamless transition. Consideration should also be given for a delayed merger date of July 1, 2024 to allow for full implemented that would lend itself to a successful merger. A draft would be provided the Board by Tuesday, September 20, 2022 for review with a final memo to the MCC on Sunday.
- VIII. Report of Counsel
Refer to Executive Session, Item II above.
- IX. Executive Director's Report
 - A. Practical Testing
Ruby Lowery presented practical testing report as follows:
Cosmetology Instructor – 1
Esthetics Instructor – 4
Cosmetology – 30
Esthetics – 8
Manicuring - 4
No action required by the Board.
 - B. Theory Testing
Ruby Lowery presented practical testing report as follows:
Cosmetology – 55; Passed – 47; Failed – 8; Pass Percentage: 85%

Esthetics – 11; Passed -9; Failed – 2; Pass Percentage: 85%
Manicuring – 6; Passed -6; Failed – 0; Pass Percentage: 85%
Porsha Welch requested clarification of the Prometric Testing Sites and the locations provided in the RFP Response by Prometric was not the same as the current available sites. The minutes of July 20, 2020 reflected that prior Executive Director Lea had requested that “theory testing candidates be allowed to access all Prometric approved sites in neighboring states and to approve additional 10 theory testing locations within Mississippi and neighboring states. This motion was approved by unanimous vote. Therefore, no action required by the Board.

- C. Out of State Testing (UROLA)
The Sanitation and Law Examinations were conducted on September 13 and September 15, 2022 for those individuals who hold a temporary practice permits under UROLA. Porsha Welch provided the following report:
Scheduled - 30
Tested - 26
Passed - 9
Failed - 12
No Show - 4
Rescheduled - 5
Permits collected due to expiration - 14
No action required by the Board.
- D. Approval/Permit
Monthly Approval/Permit Report indicated that for the period August 25, 2022 through September 15, 2022, reflected the following:
Cosmetology Approval Letters – 59
Manicuring Approval Letters – 3
Esthetician Approval Letters – 7
Instructor Approval Letters – 4
Total Permits Issued – 33
Total: 106
No action required by the Board.
- E. Inspection Report
The inspection report indicated that there were a total of 323 completed inspections conducted during August, 2022.
- F. Out of State Permit Report
There were a total of 37 out-of-state permits issued under UROLA.

- X. Old Business

- A. Internal Control Assessments Review
The 2023 Internal Control Assessments have been completed for FY2023 and submitted to DFA. The deadline for completion was December 31, 2022. No action required.
- B. Board Member Handbook
The updated Board Member Handbooks were distributed to each board member and the attorney for the Board, Deputy Executive Director and Licensing Team Lead. No additional action required.
- C. New School Illume Inspection
The motion was made by Hilda Bills to approve the school license for Illume in New Albany, Mississippi after a completed final inspection. A second was provided by Debbie Coker. The vote was, as follows:
- | | |
|---------------------|-----------------------|
| Aye – Hilda Bills | Aye – Debbie Coker |
| Aye – Dorothy Ennis | Absent – Warren Rossi |
| Aye – Jewel Stewart | |

At 4:34 p.m.. on Sunday, September 18, 2022, Debbie Coker made the motion to recess until 9:00 a.m. on Monday, September 19, 2022. Hilda Bills provided a second. The vote was, as follows:

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

The motion was made by Debbie Coker to return from recess at 9:09 a.m. due to traffic, on Monday, September 19, 2022. A second was provided by Hilda Bills. The vote was, as follows:

Aye – Hilda Bills	Aye – Debbie Coker
Absent – Dorothy Ennis (9:07a.m. due to traffic)	
Aye – Jewel Stewart	Absent – Warren Rossi

- XI. Executive Session
Hearing / Executive Session

CLOSED DETERMINATION SESSION/EXECUTIVE SESSION

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the need for Executive Session under § 25-41-7 (d), Miss. Code Ann., as revised. The motion carried with the following members voting for: Hilda Bills, Debbie Coker, Dorothy Ennis, and Jewel Stewart; voting against none; recusal: none; absent: Warren Rossi.

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

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RETURN TO REGULAR SESSION

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

- A. Boards determination is to reduce the fine to \$1,600 dollars from \$1,700 dollars. Personal licenses are not subject to be renewed until the fine has been paid.
- B. As of September 19, 2022, at 11:00 a.m., Mrs. LaTrice Rogers did not appear before the board from the invitation letter that was sent to her.

XII. New Business
Blue Cliff College will need to provide further information about the individual and specific training they submitted for a Demonstrator Permit.

XIII. Adjournment
There being no further business to come before the Board, the motion was made by Debbie Coker to adjourn the meeting at 12:52 p.m. A second was provided by Hilda Bills. The vote was, as follows:

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

APPROVED: _____
Jewel Stewart, Vice-Chairman


Debbie Coker, Secretary