

**Mississippi State Board of Cosmetology
Regular Scheduled Board Meeting Minutes
January 28, 2024**

Location for Public Access:

Robert E. Lee Building, 239 N Lamar Street, Suite 301, Jackson, MS 39201

I. Welcome and Call to Order

Warren Rossi, Chairman of the Mississippi State Board of Cosmetology, called the meeting to order at 1:01 p.m. on January 28, 2024. Jewel Stewart Coker performed the roll call. May the record reflect that there was a quorum present for voting purposes.

Present at Board office:

Warren Rossi, Chairman

Debbie Coker, Vice-Chairman

Jewel Stewart, Secretary

Hilda Bills, Member

Catherine Bell, Special Assistant Attorney General / Counsel for the Board

Ruby Lowery, Deputy Director

Sharon Clark, Executive Director

Public Present:

Anita Jamison

Carlene Daniels

Vanessa Myers

Melvin Calton

Brittany Johnson

Heidi Garua

Courtney Dearman

Jeni Garcia

II. Agenda Approval

Debbie Coker moved to approve the revised agenda. Hilda Bills provided a second. The motion was approved by a unanimous vote.

III. Discussion/Approval of Prior Board Meeting Minutes

Hilda Bills moved to approve the December 18, 2023, Board Minutes. Jewel Stewart provided a second. The motion was approved by a unanimous vote.

Debbie Coker moved to approve the January 5, 2024, Board Minutes. Hilda Bills provided a second. The motion was approved by a unanimous vote.

Jewel Stewart moved to approve the January 18, 2024, Board Minutes. Debbie Coker provided a second. The motion was approved by a unanimous vote.

IV. Report of Officers

A. Chairman

Warren Rossi advised there was nothing to report at this time.

B. Vice President

Debbie Coker advised there was nothing to report at this time.

C. Secretary/Treasurer

Jewel Stewart advised there was nothing to report at this time.

V. Executive Director Report

Sharon Clark provided the Executive Director's Report and financials.

Debbie Coker moved to extend the contract of Cornerstone for 60 days for accounts payable processing and YC document processing until new employee could be trained. Jewel Stewart seconded the motion. The motion was approved by a unanimous vote.

Jewel Stewart moved to not require meals receipts be included on travel vouchers. Each individual will be responsible for maintaining his or her receipts until requested. Hilda Bills seconded the motion. The motion was approved by a unanimous vote.

Jewel Stewart moved to approve travel and per diem for the January Board Meeting and Hearings. Debbie Coker seconded the motion. The motion was approved by a unanimous vote.

Debbie Coker moved to approve travel and per diem for the February Board Meeting. Hilda Bills seconded the motion. The motion was approved by a unanimous vote.

Warren Rossi moved to approve travel and per diem for Jewel Stewart to monitor an Electric File Course for Sylvina Buckley on February 4, 2024. Hilda Bills seconded the motion. The motion was approved by a unanimous vote.

Jewel Stewart moved to approve travel and per diem of Debbie Coker to monitor an Electric File Course for Dana Harper on February 5, 2024. Warren seconded the motion. The motion was approved by a unanimous vote.

Warren Rossi moved to approve travel and per diem of Jewel Stewart to monitor an Electric File Course for Tammy Lee on February 5, 2024. Debbie Coker seconded the motion. The motion was approved by a unanimous vote.

Jewel Stewart moved to approve travel and per diem of all Board Members and staff attending the Cosmetology Council Meeting on February 11, 2024. Warren Rossi seconded the motion. The motion was approved by a unanimous vote.

Warren Rossi moved to approve travel and per diem of Hilda Bills to monitor an Electric File Course for Dr. Lychanda Brown on February 18, 2024. Debbie Coker seconded the motion. The motion was approved by unanimous vote.

VI. Deputy Director Report

Ruby Lowery provided the Deputy Director's Report. A copy of the report is attached.

VII. Old Business

Catherine Bell discussed the revisions to the Conflict of Interest Policy. Debbie Coker moved to adopt the Conflict of Interest Policy. Hilda Bills seconded the motion. The motion was approved by unanimous vote. All Board Members signed stating they had read and agreed to the terms.

VIII. New Business

Debbie Coker moved that going forward the Board close out the meeting honoring someone. Hilda Bills seconded the motion. The motion was approved by unanimous vote.

Jewel Stewart moved that Sharon Clark advise Andrew Howard that because no action had been taken on the school application he submitted for Kingsley College within the last year that his application fee is forfeited and he will need to reapply. Debbie Coker seconded the motion. The motion was approved by unanimous vote.

Jewel Stewart moved that all senior licensees are not required to provide an updated picture or continuing education hours to the Board when renewing their licenses. Additionally, senior licensees will not be required to apply for the written and practical examination when reviewing a license that has been lapsed for three (3) years or more. Hilda Bills seconded the motion. The motion was approved by unanimous vote.

Sharon Clark advised that an Electric File Certification Course for Instructors will be held on April 8, 2024.

Jewel Stewart moved that the Board no longer accept any Electric File Certification received from a course that was not monitored by the Board or completed in a licensed school in Mississippi. The Board will allow a six (6) month period for licensees to complete the training by attending an Electronic File Certification course monitored by the Board. Hilda Bills seconded the motion. The motion was approved by unanimous vote.

Debbie Coker made a motion to table discussion regarding Hollywood Nails and Florida Beauty Academy of Florida and USA Nails of Georgia. Hilda Bills seconded the motion. The motion was approved by unanimous vote.

Sharon Clark advised the Board that licensee, Tuan Q Ha would have to appear before her with two forms of identification to validate his identification when it was time for him to renew his license.

Debbie Coker moved to hold the renewal application of Rachel Nguyen until she successfully completes the UROLA Law and Sanitation examination. Warren Rossi seconded the motion. The motion was approved by unanimous vote.

Jewel Stewart moved that once applicants under UROLA began the application process, the application (excluding any testing required) must be completed within 90 days. After 90 days, the applicant's funds are forfeited, and the applicant will need to restart the application process. Debbie Coker seconded the motion. The motion was approved by unanimous vote.

IX. Continuing Education Provider Request

Debbie Coker moved to approve the International Congress of Esthetics and Spa in Dallas, TX on March 24-25, 2024, for 12.0 hours of Continuing Education with certificate. Hilda Bills seconded the motion. The motion passed with a unanimous vote.

Hilda Bills moved to approve the SOTA Show in Clinton, MS on March 4, 2024, for 5.0 hours approved in Methods of Training. Debbie Coker seconded the motion. The motion passed with a unanimous vote. Debbie Coker made a motion to approve travel expenses and per diem for Board Members and staff to attend. Jewel Stewart seconded the motion. The motion passed with a unanimous vote.

Jewel Stewart moved to approve the Premiere Hair Show in Orlando, FL on June 1-3, 2024, for 12.0 hours of Continuing Education. Warren Rossi seconded the motion. The motion passed with a unanimous vote. Hilda Bills made a motion to approve travel expenses and per diem for Board Members and staff to attend. Jewel Stewart seconded the motion. The motion passed with a unanimous vote.

Debbie Coker moved to approve the MS Cosmetology School Association Show in Biloxi, MS on June 9-10, 2024, for 12.0 hours of Continuing Education in Methods of Teaching. Warren Rossi seconded the motion. The motion passed with a unanimous vote. Jewel Stewart made a motion to approve travel expenses and per diem for Board Members and staff to attend. Hilda Bills seconded the motion. The motion passed with a unanimous vote.

X. Formal Complaints

Jewel Stewart moved that 20231219-001 could be dismissed. Warren Rossi seconded the motion. The motion passed with a unanimous vote.

Jewel Stewart moved that 20231208-001 be assigned to Warren Rossi for investigation. Hilda Bills seconded the motion. The motion passed with a unanimous vote.

Jewel Stewart moved that 20231222-001 be assigned to Debbie Coker for investigation. Hilda Bills seconded the motion. The motion passed with a unanimous vote.

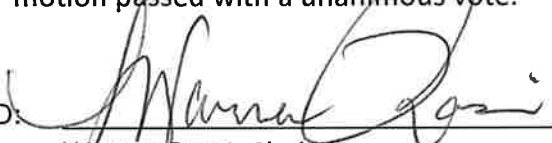
XI. Board Training

Catherine Bell presented handouts relative to a PowerPoint presentation as well as a detailed report regarding the responsibilities of the board members.

XII. Adjournment

There being no further business to come before the Board, Hilda Bills moved to adjourn the meeting at 5:37 p.m. A second was provided by Debbie Coker. The motion passed with a unanimous vote.

APPROVED:


Warren Rossi, Chairman


Jewel Stewart, Secretary