

MISSISSIPPI STATE BOARD OF COSMETOLOGY AND BARBERING
Board Meeting Minutes
December 9, 2024
239 North Lamar Street, Jackson, MS 39201

1. **WELCOME AND CALL TO ORDER**

Bennie Lee Adkins called the meeting to order at 8:00 a.m.

Catherine Bell provided a roll call with the following present:

Bennie Lee Adkins, Vice President	Dr. Mary Gayle Armstrong
Michael McBunch, Secretary	Linell Palmer, Jr.
Clelly Farmer	

Warren Rossi, President, was absent.

A quorum was present for voting purposes.

Others present were:

Catherine Bell, Executive Director

Ruby Lowery

Porsha Welch

Pamela Ratliff, Special Assistant Attorney General / Counsel for the Board

Members of the public present.

2. **INVOCATION**

Mike McBunch and Linell Palmer, Jr. provided the invocation.

3. **AGENDA APPROVAL**

The agenda was amended to include the following:

Item 10c was moved to follow Item 10e.

Mike McBunch moved to accept the agenda as amended. Linell Palmer, Jr. provided a second. The voice vote was unanimous. Motion carried.

4. **BOARD MINUTE APPROVAL**

Linell Palmer, Jr. moved to approve the Board minutes from the November 25, 2024, meeting. Clelly Farmer provided the second. The voice vote was unanimous. Motion carried.

5. **AGENDA REQUEST**

Lascie Harper with Career Development Center, addressed the Board and inquired about the proposed square footage of the Career Development Center. The Board took no action.

6. **OFFICER AND COMMITTEE REPORTS**

Warren Rossi submitted no Board Chairman report.

Bennie Lee Adkins had no Board Vice Chairman report.

7. **LICENSE/WORK PERMITS/APPROVAL LETTER REPORT**

The Board reviewed the Fresh Start Act request from B. Jackson and noted that her felony conviction occurred five (5) or more years prior, so a hearing was not needed according to the Board policy. Dr. Mary Gayle Armstrong moved, seconded by Mike McBunch, that the felony conviction known by the Board and committed by B. Jackson at the time of this meeting had been considered by the Board under the Fresh Start Act and the felony committed by B. Jackson did not prohibit B. Jackson from obtaining a license issued by the Board once all education and testing had been completed. The voice vote was unanimous. Motion carried.

The Board reviewed M. Tran's request to add "drill certification" to her license. The Board noted that M. Tran attended an electric file certification class after she completed her education and not as a student at a licensed Mississippi school. Linell Palmer, Jr. moved, seconded by Dr. Mary Gayle Armstrong, to deny M. Tran's request to add "drill certification" to her Mississippi license. The voice vote was unanimous. Motion carried.

8. OLD BUSINESS

The scheduling of case number(s) 2024-08-18995-01; 2024-02-66427-1; 2024-01-65462-1; and 2024-07-42015-1 remained on the table. No action was taken.

The Board reviewed the proposed rules and regulations. Mike McBunch moved, seconded by Linell Palmer, Jr., that the proposed rules and regulations as reviewed during this meeting should be finalized and approved and published for the required public comment period. The voice vote was unanimous. Motion carried.

The Board reviewed the proposed Board Required Establishment Equipment List. A revision was made to the number of brushes to be six (6) required for both cosmetology and barbering were requested. Mike McBunch moved, seconded by Clelly Farmer, that Board Required Establishment Equipment List with the revision to the number of brushes is approved. The voice vote was unanimous. Motion carried.

The Board reviewed the proposed Board Required School Equipment List. Clelly Farmer moved, seconded by Dr. Mary Gayle Armstrong, that a school that was licensed by either the former MS State Board of Cosmetology or the former MS State Board of Barber Examiners and is in good standing as of December 31, 2024, will be permitted to continue operation under the equipment requirements of the aforementioned former boards; the Board will review the status of school equipment in three (3) years to determine if any changes in licensed school equipment that was "grandfathered" in are necessary. The voice vote was unanimous. Motion carried.

Dr. Mary Gayle Armstrong, seconded by Linell Palmer, Jr., moved to table the Board Required School Equipment List. The voice vote was unanimous. Motion carried.

The Board reviewed the proposed Board Required Student Equipment/Kit. Dr. Mary Gayle Armstrong moved, seconded by Linell Palmer, Jr., that Board Required Student Equipment/Kit is approved. The voice vote was unanimous. Motion carried.

The Board reviewed the proposed Board Approved Curriculum. Mike McBunch moved, seconded by Linell Palmer, Jr., that Board Approved Curriculum is approved. The voice vote was unanimous. Motion carried.

The Board reviewed the proposed Continuing Education Policy. Mike McBunch moved, seconded by Linell Palmer, that Continuing Education Policy is approved. The voice vote was unanimous. Motion carried.

The Board reviewed the proposed Practical Exam Handbook for all licenses. Dr. Mary Gayle Armstrong moved, seconded by Mike McBunch, that Practical Exam Handbook for all licenses is approved. The voice vote was unanimous. Motion carried.

The Board reviewed the proposed script to be used by Barber Practical Exam evaluators. The Board will amend the order of the barber practical exam to have the 'female haircut' as the first skill tested. Dr. Mary Gayle Armstrong moved, seconded by Linell Palmer, that script to be used by Barber Practical Exam evaluators, as amended during the meeting, is approved. The voice vote was unanimous. Motion carried.

9. NEW BUSINESS

The Board discussed the NABBA Spring Conference to be held on March 8-12 in Las Vegas, Nevada. Dr. Mary Gayle Armstrong moved, seconded by Linell Palmer, Jr., for the Board to pay for the travel and per diem of any and all Board members and to pay for the travel of the Executive Director so that they can attend the NABBA Spring Conference. The voice vote was unanimous. Motion carried.

The Board reviewed the request from Itawamba Carrer and Technical Center for a review of the proposed square footage. The Board noted that the Rules and Regulations had not yet been finalized and took no action.

The Board discussed Angela Di Donna and Oddie Shelby who are both approved practical exam evaluators and dually licensed in both cosmetology and barbering and hold an instructor license. Linell Palmer, Jr. moved, seconded by Clelly Farmer, for the approval of Angela Di Donna and Oddie Shelby to serve as practical exam evaluators for the instructor practical exam for both cosmetology or barbering. The voice vote was unanimous. Motion carried.

Ruby Lowery notified that Foster's Cosmetology and Barber College agreed to be a testing location for North Mississippi for the barber practical examination. Mike McBunch moved, seconded by Clelly Farmer, for Foster's Cosmetology and Barber College to be approved as a testing location for the barber practical examination for North Mississippi. The voice vote was unanimous. Motion carried.

EXECUTIVE SESSION

Dr. Mary Gayle Armstrong moved to go into closed session to determine whether an Executive Session was needed. The voice vote was unanimous. Motion carried.

Mike McBunch moved, seconded by Dr. Mary Gayle Armstrong, that the Board had reason to go into Executive Session pursuant to MISS. CODE ANN. § 25-41-7, discussion of the practical examination. The voice vote was unanimous. Motion carried.

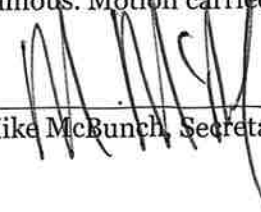
Within Executive Session the Board reviewed the UROLA exam questions for all professions licensed by the Board. Mike McBunch moved, seconded by Linell Palmer, Jr., for the approval of the UROLA exam questions for all professions licensed by the Board and for the translation of same into the languages of Vietnamese, Korean, and Spanish. The voice vote was unanimous. Motion carried.

Dr. Mary Gayle Armstrong, seconded by Linell Palmer, Jr., moved to exit Executive Session and return to Open Session. The voice vote was unanimous. Motion carried.

10. ADJOURNMENT

Mike McBunch, seconded by Clelly Farmer, moved to adjourn at 12:25 pm. The voice vote was unanimous. Motion carried.

APPROVED:



Mike McBunch, Secretary