

**MISSISSIPPI STATE BOARD OF COSMETOLOGY AND BARBERING**  
**Board Meeting**  
**January 27, 2026**  
**239 North Lamar Street, Jackson, MS 39201**

1. **WELCOME AND CALL TO ORDER**

Phillips Strickland, Counsel for the Board, called the meeting to order at 10:00 a.m. All present recited the Pledge of Allegiance.

Phillips Strickland provided a roll call with the following present:

Thomas Elkins	Todd Freeman
James Cook	Wendi Hill
Leisa McElreath	Aaron Washington
Dr. Mary G. Armstrong	

A quorum was present for voting purposes.

Others present were:

Catherine Bell, Executive Director  
Phillips Strickland, Special Assistant Attorney General/ Counsel for the Board

Members of the public were present.

2. **AGENDA APPROVAL**

The agenda was amended as follows:

Item 10 "Executive Session" was moved to follow Item 6 "Election of Board Officers".

Leisa McElreath moved to accept the agenda as amended. James Cook provided a second. The voice vote was unanimous. Motion carried.

3. **BOARD TRAINING**

Phillips Strickland lead the Board in Board Training. After Board training, the Board relocated to the twelfth floor of 239 N. Lamar Street.

4. **ELECTION OF BOARD OFFICERS**

James Cook nominated Wendi Hill for Board Chairman. Aaron Washington nominated Leisa McElreath.

Dr. Mary G. Armstrong moved to close nominations for Board Chairman. James Cook provided the second. The voice vote was unanimous. Motion carried.

With a vote of four to three, Leisa McElreath was elected Board Chairman.

Leisa McElreath nominated Wendi Hill for Vice Chairman.

Leisa McElreath moved to close nominations for Vice Chairman. Dr. Mary G. Armstrong provided the second. The voice vote was unanimous. Motion carried.

With a unanimous voice vote, Wendi Hill was elected as Vice Chairman.

James Cook nominated himself for Secretary.

James Cook moved to close nominations for Secretary. Wendi Hill provided the second. The voice vote was unanimous. Motion carried.

With a unanimous voice vote, James Cook was elected as Secretary.

5. EXECUTIVE SESSION

James Cook moved to go into closed session to determine whether an Executive Session was needed. The voice vote was as follows:

Leisa McElreath – aye  
Wendi Hill – aye  
James Cook – aye  
Thomas Elkins – aye  
Todd Freeman – aye  
Aaron Washington – aye  
Dr. Mary G. Armstrong – abstention.

Motion carried.

James Cook moved, seconded by Wendi Hill, that the Board had reason to go into Executive Session pursuant to MISS. CODE ANN. § 25-41-7, to discuss personnel matters related to job performance. The voice vote was unanimous. Motion carried.

Within Executive Session the Board took no action.

James Cook moved, seconded by Wendi Hill, to exit Executive Session and return to Open Session. The voice vote was unanimous. Motion carried.

6. BOARD MINUTE APPROVAL

Thomas Elkins moved to approve the minutes from the March 23, 2025 and March 24, 2025 Board meetings as corrected with the notation that neither were the current Board members present at the meetings nor the current Board members on the sitting Board as of March 23, 2025 and March 24, 2025. Todd Freeman provided the second. The voice vote was unanimous. Motion carried.

7. NEW BUSINESS

James Cook moved that the passing score for all licensure exams is a 70 for practitioners and a 75 for instructors. Thomas Elkins provided the second. The voice vote was unanimous. Motion carried.

Todd Freeman moved for the Temporary Work Permit to be issued to a licensure candidate who completes an application for a Temporary Work Permit and prior to the passage of any licensure exam. Thomas Elkins provided the second. The voice vote was unanimous. Motion carried.

Todd Freeman moved for a six (6) month extension to be provided on the one (1) year of testing eligibility for any licensure candidate who applied to take the licensure exams during the period of January 1, 2025, until January 27, 2026. Wendi Hill provided the second. The voice vote was unanimous. Motion carried.

The Board reviewed the contract for the practical exam testing evaluators: Tim Burns, Gail Lunsford, Carol Nestle, Jewel Stewart, Debbie Coker, Anita Jamison, Madonna Jones, Oddie Shelby, Patricia White, Paul Collier, Meredith Hill, and Tammy Parkerson. Todd Freeman moved to approve the contracts for the aforementioned practical exam testing evaluators. Thomas Elkins provided the second. The voice vote was unanimous. Motion carried. The contract is attached to the minutes as "Exhibit A".

Because the Board was invited to the Senate Health and Welfare Committee Meeting, Todd Freeman moved to table the following items:

- a. Adoption of Law and Sanitation Exam questions
- b. Licensing Software Review
- c. Five Year Strategic Plan (FY27-31)
- d. Annual Report to the Governor
- e. Internal Control Policy
- f. Internal Control Reporting
- g. Contract Review
  - i. Staffers
  - ii. Prometric
  - iii. Cornerstone
  - iv. USNext
- h. Adoption and review of three discipline orders
- i. Rules and Regulations –
  - i. Review of prior public comments
  - ii. Legislative Concerns
  - iii. Elected Official Concerns
- j. Continuing Education
  - i. Mississippi Cosmetology and Barbering Association – Milady Methods of Teaching – March 1, 2026 – 6 hours CE (methods of teaching) – instructor
  - ii. Premier Show Group – Orlando, Florida, May 31- June 2, 2025 – 6 hours of CE for cosmetologist, barber, esthetician, nail technician, and instructor licenses
  - iii. The Art of Texture: One Pass Master Class – June 1, 2025, Columbus, MS - 4 hours of CE for cosmetology, barber, and instructor
  - iv. MS Independent Beauty and Barber Ass'n - Crown & Confidence - June 29, 2025 – Tupelo, MS - 2 hours – cosmetology
  - v. MS Independent Beauty and Barber Ass'n - Shears, Blending, and Professionalism - June 29, 2025 – Tupelo, MS - 2 hours – barber
  - vi. MS Independent Beauty and Barber Ass'n - The Painted Collective - June 29, 2025 – Tupelo, MS - 2 hours – cosmetology
  - vii. MS Independent Beauty and Barber Ass'n - The Art of Full Coverage Gel Nails - June 29, 2025 – Tupelo, MS - 2 hours – nail technology
  - viii. Curl Confidence – July 12, 2025 – Brandon, MS – 4 hours - cosmetology, barber, instructor
  - ix. Saly in Color with Corlina Earl – September 7 and 8, 2025, Vidalia, LA – 4 hours of CE for cosmetology
  - x. After the Fade: Mastering Modern Barbering – September 7 and 8, 2025, Vidalia, LA – 1.5 hours of CE for barbers
  - xi. Rumble on the River Hair Show: Crowned in Confidence: Mastering Hair Health and Style for Textured Tresses – September 7-8, 2025, Vidalia, LA – 1.5 hours – cosmetologists
  - xii. Rumble on the River Hair Show: Silk Press Mastery: Smoothing Textures Without Compromise – September 7-8, 2025, Vidalia, LA – 1.5 hours – cosmetologists
  - xiii. Rumble on the River Hair Show: K.I.S.S. (Keep It Simple Stylist) – September 7-8, 2025, Vidalia, LA – 1.5 hours – cosmetologists
  - xiv. Rumble on the River Hair Show: From Clippers to CEO: the Blueprint of Barber Ownership – September 7-8, 2025, Vidalia, LA – 1. hours – cosmetologists

- xv. Rumble on the River Hair Show: Salon Etiquette and Professionalism – September 7-8, 2025, Vidalia, LA – 1 hours – cosmetologists
- xvi. Rumble on the River Hair Show: License to Lead – September 7-8, 2025, Vidalia, LA – 1.5 hours – cosmetologists
- xvii. Rumble on the River Hair Show: Seamless Hair (Kertian Bonded Hair Extensions) – September 7-8, 2025, Vidalia, LA – 1 hour – cosmetologists
- xviii. Mississippi Cosmetology and Barbering Association – Fall Show – September 21, 2025 – 8 hours CE, 5 hours methods– cosmetology, barber, nail technology, esthetics, instructor
- xix. Salon Centric: Educate with Intention: Overcoming Challenges in the Modern Classroom Building Confident Future Professionals – September 28, 2025 – Omaha, NE – 6 hours – Instructor
- xx. BSNEM Tradeshow – October 6, 2025 – Tunica, MS – 13 hours (8 CE and 5 methods) – Cosmetology, Barber, Esthetician
- xxi. National Interstate Council of State Boards of Cosmetology (NIC) – October 17-20, 2025 – Glendale, AZ – 12 hours of CE for cosmetology, barbering, esthetics, nail technology, and instructor
- k. Financial Report
  - i. FY27 Budget Hearing Handout
- l. Approval of Expenses
  - i. Pitney Bowes (March 19, 2025) - \$4,018.75
  - ii. MMRS (March 25, 2025) - \$15,893.50
  - iii. MMRS (March 25, 2025) - \$15,893.50
  - iv. EDeposition (April 9, 2025)- \$18,398.58
  - v. Cornerstone (April 24, 2025) - \$8,505.00
  - vi. Pitney (May 20, 2025) - \$4,018.75
  - vii. Badgepass (June 24, 2025) - \$4,023
  - viii. USNext (June 24, 2025) - \$5,946
  - ix. Datalynks (July 14, 2025) - \$9,750
  - x. MIB (July 14, 2025) - \$12,797.58
  - xi. Pitney Bowes (June 2025) - \$18,000
  - xii. Cornerstone (August 15, 2025) - \$7,920
  - xiii. MMRS (October 16, 2025) – \$11,604
  - xiv. USNext (November 10, 2025) - \$3,071.25
  - xv. USNext (January 16, 2026) - \$4,047.50

Aaron Washington provided the second. The voice vote was unanimous. Motion carried.

#### 8. FINANCIAL REPORT

The Executive Director presented the FY27 proposed budget to the Board. Todd Freeman moved to approve the FY27 budget as presented and to provide the Executive Director the ability to verbally amend the requested increases in salary strategically target key positions during the Senate appropriations hearing. Chris Cook provided the second. The voice vote was unanimous. Motion carried.

#### 9. ADJOURNMENT

Todd Freeman moved, seconded by Aaron Washington, to adjourn at 2:50 p.m. The voice vote was unanimous. Motion carried.

APPROVED:

  
 \_\_\_\_\_  
 Leisa McElreath, Board Chairman

**MISSISSIPPI STATE BOARD OF COSMETOLOGY & BARBERING  
EVALUATOR CONTRACT FOR PROFESSIONAL SERVICE**

This non-exclusive Agreement is made as of \_\_\_\_\_ (date), by and between the Mississippi State Board of Cosmetology and Barbering (MSBCB) and \_\_\_\_\_ (Contractor).

**Scope of Services to be Performed.** Contractor agrees to perform the following services for the MSBCB Board:

**Evaluators as assigned by the Board:**

Contractor will be furnished data necessary to perform these services. Contractor will provide practical examination administration and evaluation within the time frames specified in the attached job description and within the limitations of the MSBCB Rules and Regulations or any other specific requirements or limitations as may be prescribed by the MSBCB. Contractor will comply with all other responsibilities as set forth in the attached job description.

**Time for Performance.** These services shall begin \_\_\_\_\_, and end June 30, 2026, with an option for renewal.

**Payment.** In consideration of this contract and performance of these services, MSBCB agrees to pay to the Contractor:

- A. \$ 120.00 per day to a maximum of \$6,000.00 for practical examination evaluation.
- B. Travel mileage will be reimbursed in accordance with the DFA Travel Reimbursement Policy in force at the time of the practical examination evaluation. Contractor will pay any and all other expenses incurred during the course of his/her duties during the term of this contract.

**Invoices.** Contractor will submit a monthly timesheet for all services rendered. For each month in which any practical examination is done, Contractor shall submit a timesheet to the MSBCB no later than the 5th of the following month along with the appropriate documentation for verification and approval using the processes and procedures identified by the State. This timesheet shall be sent to the Testing Coordinator for verification and then forwarded to the Executive Director for approval. The Executive Director, in turn, will issue written approval for payment.

**Termination for Cause.** If Contractor fails to fulfill his/her obligations under this contract, the MSBCB shall there upon have the right to terminate the contract by giving written notice to Contractor of such termination and specifying the effective date therefore, at least three (3) days before the effective date such termination. In the event of such termination, Contractor shall be entitled to receive compensation for work completed. The MSBCB reserves the right to contract with others for the same or similar services at any time during or after this contract. Contractor shall not be relieved of liability to the MSBCB for damages sustained by the MSBCB by virtue of the Contractor's breach of this contract. The MSBCB may withhold any payments for the purpose of set off until such time as the exact amount of damages due to the MSBCB Board are satisfied.

**Ownership of Documents and Work Products.** All data collected and/or prepared in connection with this contract are the property of the MSBCB. The MSBCB reserves all the rights to the applications thereof and to any and all applications and for materials prepared. Contractor is prohibited from use of the above described materials without the express written approval of the MSBCB.

**Non-Assignability.** Contractor shall not assign or transfer this contract without prior written consent of the MSBCB. Any attempted assignment or transfer without such prior written consent is void.

**Compliance with Laws.** Contractor shall comply with all applicable laws, regulations, policies and procedures of the United States of America or any agency thereof, The State of Mississippi or any agency thereof and all local governments.

**Confidentially.** Contractor will be provided with information to facilitate the terms of this contract. The work product of this contract and all relevant communications, data and documentation is confidential and shall not be released or divulged by Contractor.

**Records and Audits.** Contractor shall maintain and make available to the MSBCB and any of its representatives or designees adequate records needed to audit the services Contractor performs.

**Modification or Amendment.** Modifications to this contract may be made only upon the prior mutual agreement of the parties. However, any change supplement, modification or amendment of any term, provision or condition of this contract must be in writing and signed by both parties.

**Availability of Funds.** It is expressly understood that the fulfillment of the conditions of this contract by the MSBCB is conditioned upon the receipt of adequate state funds. Any cessation or reduction in state funds shall, at the option of the MSBCB constitute grounds for avoidance of this contract, without penalty or legal liability.

**Representation Regarding Contingent Fees.** Contractor represents that it has not retained a person to solicit or secure a State contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee.

**Representation Regarding Gratuities.** Contractor represents that it has not violated, is not violating, and promises that it will not violate the prohibition against gratuities set forth in Section 7204 (Gratuities) of the Mississippi Personal Services Contract Procurement Regulations.

**Procurement Regulations.** This Contract shall be governed by the applicable provisions of the Personal Service Contract Review Board Regulations, a copy of which is available at 301 North Lamar Street, Jackson Mississippi, for inspection.

**E-Invoicing.** For each month in which practical examination evaluations are done, Contractor shall submit a monthly timesheet electronically to the MSBCB by the 10<sup>th</sup> of the following month, along with the appropriate documentation, for verification and approval using the processes and procedures identified by the State. The MSBCB agrees to make payments in accordance with Mississippi law on "Timely Payments for Purchase by Public Bodies", Section 31-7-301, *et seq.* of the 1972 Mississippi Code of Annotated, as amended, which generally provides for payment of undisputed amounts within forty-five (45) days of receipt of the invoice. Contractor understands and agrees that the MSBCB is exempt from the payment of taxes. All payments shall be in United States currency. No payment, including final payment shall be construed as acceptance of defective or incomplete work, and Contractor shall remain responsible and liable for full performance.

**Compliance with the Mississippi Protection Act.** Contractor represents and warrants that

it will ensure its compliance with the Mississippi Employment Protection Act, Section 71-11-1. *et seq.* of the Mississippi Code Annotated (Suppv2008) and will register and participate in the status verification system for all newly hired employees, the term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program or any other successor electronic verification system replacing the E-Verify Program. Contractor agrees to maintain records of such compliance and, upon request of the State, and approval of the Social Security Administration or Department of Homeland Security, where required, to provide a copy of each such verification to the State. Contractor further represents and warrants that any person assigned to perform services herein means the employment eligibility requirements of all immigration laws of the State of Mississippi. Contractor understands and agrees that any breach of these warranties may subject Contractor to the following: (a) termination of this Agreement and ineligibility for any state or public contract in Mississippi for up to three (3) years, with notice of such cancellation/termination being made public, or (b) the loss of any license, permit, certification or other document granted to Contractor by an agency, department or governmental entity for the right to do business in Mississippi for up to one (1) year, or (c) both. In the event of such termination/cancellation, Contractor would also be liable for any additional costs incurred by the State due to contract cancellation or loss of license or loss or permit.

**Entire Agreement.** This contract constitutes the entire agreement of both parties. It supersedes and replaces any prior agreements, written or oral, between the parties.

**Notice.** Any notice under this contract shall be in writing and sent by United States Certified Mail, Return Receipt Requested, as follows:

**Board:**  
**MSBCB**  
**239 North Lamar Street, Suite 301**  
**Jackson, MS 39201**

**Contractor:**

This Contract had been made and interchangeably executed by the parties hereto in duplicate. Originals as indicated by signature below on this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
\_\_\_\_\_, **Chairman,**  
**Mississippi State Board of Cosmetology**  
**and Barbering**

\_\_\_\_\_  
\_\_\_\_\_,  
**Contractor**

**MISSISSIPPI STATE BOARD OF COSMETOLOGY &  
BARBERING  
PRACTICAL EXAMINATION ADMINISTRATION AND  
EVALUATION  
JOB DESCRIPTION**

**Summary of Job Description:**

Practical Evaluators work under the supervision of the MSBCB and its Executive Director and are directly accountable to the MSBCB. Duties and responsibilities of Practical Evaluators include, but are not limited to, the following: Administration, monitoring and evaluation of the practical examination for \_\_\_\_\_ (license to be evaluated). Evaluator will verify the candidates complete all skills for practical examination have been completed correctly and in the allotted time allowed. Evaluators will complete the evaluator score report for each student and submit to the Regional Testing Coordinator. Evaluators are to follow established MSBCB testing protocols. Testing evaluations and score reporting are to be held in absolute confidentiality between the evaluator and the MSBCB.

**Data Collection:**

All data collection will be performed with the strictest confidentiality and respect for testing candidate privacy in accordance with relevant laws of the State of Mississippi and the federal government, as advised by the MSBCB legal counsel.

**Report Preparation:**

Preparation of score reports and submission of said reports to the MSBCB at the completion of each testing administration. Reports must follow the established MSBCB format.

**Conflict of Interest:**

Evaluators must recuse themselves from evaluating any testing candidate who the Evaluator knows personally. Evaluators must avoid a conflict of interest and follow the Mississippi ethics and government provisions found in MISS. CODE ANN. § 25-4-101 *et seq.*

**Summary of Minimum Qualifications:**

MSBCB Evaluators must possess a valid and unrestricted license to practice \_\_\_\_\_ for a minimum of ten (10) years or possess a valid and unrestricted Instructor's license in Mississippi for a minimum of ten (10) years. Applicants for the position must submit a resume to the Executive Director. Applicants must also complete a mock exam to be evaluated by a Board approved MSBCB testing evaluator. Any Evaluator must be approved by a majority vote of the MSBCB.

**Reimbursement of Evaluator:**

Evaluators shall be reimbursed at a rate of \$120.00/day, exclusive of travel time and mileage, to a maximum of \$6,000 for the entire year. Any anticipated expenditure that exceeds the maximum must have prior approval by the MSBCB. Mileage shall be reimbursed monthly at the rate approved by the State of Mississippi based on the Mississippi Travel Reimbursement Policy at the time of the services provided on the Mississippi State Form 13.20.10

**Evaluation:**

Reports and performance of Evaluators will be reviewed annually by the MSBCB.