

MISSISSIPPI STATE BOARD OF COSMETOLOGY AND BARBERING
Board Meeting
July 13, 2026
Robert E. Lee Building, Jackson

1. **WELCOME AND CALL TO ORDER**

Leisa McElreath, Board Chairman, called the meeting to order at 9:02 a.m. All present recited the Pledge of Allegiance.

Catherine Bell provided a roll call with the following present:

Leisa McElreath, Board Chair
Wendi Hill, Vice Chair
James Cook, Secretary
Thomas Elkins

Todd Freeman
Aaron Washington
Dr. Mary G. Armstrong

A quorum was present for voting purposes.

Others present were:

Catherine Bell, Executive Director
Sara Hartzog, Special Assistant Attorney General/ Counsel for the Board

2. **AGENDA APPROVAL**

The agenda was amended as follows:

Item 7: Parliamentary Procedure Training was moved to follow Item 10: Old Business
Item 10 b Rules and Regulations (Chapter 9) was moved to follow Item 4: Agenda Approval.

James Cook moved to accept the amended agenda. Wendi Hill provided a second. The voice vote was unanimous. Motion carried.

3. **OLD BUSINESS**

Todd Freeman moved to adopt Chapter 9: Apprenticeship Rules and Regulations and for the Executive Director to file Chapter 9: Apprenticeship Rules and Regulations in temporary status with the Secretary of State. Wendi Hill provided the second. The voice vote was unanimous. Motion carried. A copy of Chapter 9: Apprenticeship Rules and Regulations are attached as "Exhibit A".

Todd Freeman left the meeting at 9:34 am.

4. **BOARD MINUTE APPROVAL**

James Cook moved, seconded by Wendi Hill, to approve the minutes of the Board meeting held on June 29, 2026. The voice vote was unanimous. Motion carried.

5. **EXECUTIVE DIRECTOR'S REPORT**

Catherine Bell provided an update to the Board on the upcoming Inspections Town Hall dates. Ms. Bell will speak at the MS ACTE on July 14 and at the Career and Technical Education Conference on July 22. The national barber exam questions will be updated on September 30, 2026; all schools have been notified and provided information on the changes from NIC. Ruby Lowery, Porsha Welch, and Alicia Tyner completed the Administrative Services Certification Program Level I course.

Thomas Elkins moved, seconded by Wendi Hill, to approve the payment of travel expenses and per diem for any Board member who attended an upcoming Inspections Town Hall. The voice vote was unanimous. Motion carried.

6. CONTINUING EDUCATION

Wendi Hill moved, seconded by Thomas Elkins, to deny the CE Course Provider Application submitted for the course Adult Mental Health First Aid as the course content did not follow the CE Policy of the Board. The voice vote was unanimous. Motion carried.

James Cook moved, seconded by Wendi Hill, to approve the CE Course Provider Application for the MCBA Course to be held on September 27, 2026 in Jackson for seven (7) hours of CE for the licenses of cosmetology, barber, nail technician, esthetician, and instructor. The voice vote was as follows:

Leisa McElreath – aye
Wendi Hill – aye
James Cook – aye
Thomas Elkins - aye
Todd Freeman – absent
Aaron Washington – recuse
Dr. Mary Armstrong – recuse.

Motion carried.

7. LICENSE/WORK PERMITS/APPROVAL LETTER REPORT

The Board was notified of the Administrative School Closure of A Cut Above Barber College, Tonsorial Artistry University of Barbering, and Unique Transitions Training Center.

8. OLD BUSINESS

James Cook, moved seconded by Wendi Hill, to permit a licensed school to teach up to 10% of the Board recommended theory hours in a virtual or online format. The voice vote was unanimous. Motion carried.

Wendi Hill moved, seconded by Aaron Washington, for extractions of hair during the course of shaving or trimming hair using tweezers is within the scope of practice of barber licenses according to current state law. The voice vote was unanimous. Motion carried.

Leisa McElreath moved, seconded by Thomas Elkins, that comedone/comedone extractions and waxing were not within the scope of practice of barber licensees according to current state law. The voice vote was as follows:

Leisa McElreath – aye
Wendi Hill – nay
James Cook – aye
Thomas Elkins - aye
Todd Freeman – absent
Aaron Washington – aye
Dr. Mary Armstrong – aye.

Motion carried.

Thomas Elkins moved, seconded by Aaron Washington, that all forms of depilation are within the scope of practice of barber licensees according to current state law; however, epilation,

with the exception of hair removal with tweezers, is not within the scope of practice of barber licensees according to current state law. The voice vote was unanimous. Motion carried.

Thomas Elkins moved, seconded by James Cook, that manicuring was not within the scope of practice of barber licensees according to current state law. The voice vote was unanimous. Motion carried.

Aaron Washington moved, seconded by Thomas Elkins, supporting the Board's willingness and support of a discussion of statutory changes to the barber scope of practice. The voice vote was as follows:

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

Motion carried.

EXECUTIVE SESSION

Wendi Hill moved to go into closed session to determine whether an Executive Session was needed. The voice vote was unanimous. 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, preparation of the test for admission to practice. The voice vote was unanimous. Motion carried.

Within Executive Session the following action was taken: The Board drafted state law questions for the theory exam.

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

9. PARLIAMENTARY PROCEDURE TRAINING

Board counsel lead training on parliamentary procedure. The Board took no action.

10. NEW BUSINESS

Noting that an establishment application and/or school application must be completed within 90 days, James Cook moved, seconded by Wendi Hill to require the initial inspection for a new establishment and/or school be completed within an additional 30 days of the date the MSBCB receives the completed application and for a new establishment/school who has not been inspected within the prescribed time period to be required to restart the application process. The voice vote was unanimous. Motion carried.

Wendi Hill moved, seconded by Aaron Washington, to accept the Five Year Strategic Plan for FY28-FY32 with the inclusion of apprenticeship program where appropriate and the change of the term "sterilization" to "disinfection". The voice vote was unanimous. Motion carried.

Wendi Hill moved, seconded by James Cook, for a second or reinspection conducted after an Establishment Application and/or School Application shall be limited to previously cited

deficiencies except for concealed conditions, inaccessible areas, material changes, or immediate threats to health and safety. The voice vote was unanimous. Motion carried.

Aaron Washington moved, seconded by James Cook, to accept the proposed School Inspection Report for immediate use. The voice vote was unanimous. Motion carried.

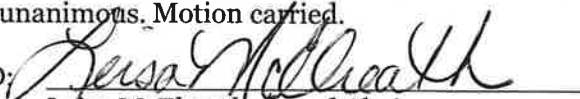
11. UPCOMING MEETING DATES

July 27, 2026, at 9:00 a.m. – in person at the Robert E. Lee Building,
August 24, 2026, at 9:00 a.m. – in person at the Robert E. Lee Building,
September 27, 2026, at 1:00 p.m. - Cosmetology and Barbering Council meeting – TBD location,
September 28, 2026, at 9:00 a.m. – in person at the Robert E. Lee Building, and
October 26, 2026, at 9:00 a.m. – in person at the Robert E. Lee Building.

12. ADJOURNMENT

James Cook moved, seconded by Wendi Hill, to adjourn at 4:35 p.m. The voice vote was unanimous. Motion carried.

APPROVED:


Leisa McElreath, Board Chairman



**THE MISSISSIPPI STATE BOARD OF
COSMETOLOGY AND BARBERING
RULES AND REGULATIONS**

**Title 30 Professions and Occupations
Part 2101**

Chapter 9 Apprenticeship

Rule 9.1 Definitions For purposes of this Chapter, the following definitions shall apply:

- A. Apprentice means a person registered with the Board who is learning the practice of cosmetology, barbering, esthetics, nail technology, or instructor training through a Board-approved apprenticeship program.
- B. Apprenticeship Agreement means a written agreement executed by the apprentice and sponsor outlining the terms and conditions of apprenticeship training.
- C. Board means the Mississippi State Board of Cosmetology and Barbering.
- D. Related Instruction means organized classroom, correspondence, or other Board-approved instruction related to the apprentice's occupation.
- E. Sponsor means a Board-approved licensee responsible for supervising and training an apprentice.
- F. Secondary Sponsor means a Board-approved licensee authorized to assist with training and supervision of an apprentice.
- G. Work Process Schedule means the Board-approved curriculum and competency requirements for an apprenticeship occupation.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.2 Apprentice Registration Any person at least sixteen (16) years of age seeking apprenticeship training shall submit an Application for Apprentice Registration.

Upon approval, the Board shall issue an Apprentice Permit.

The permit shall be carried while participating in apprenticeship activities. An apprentice may perform services only when a Board-approved sponsor is physically present within the licensed establishment and available to provide supervision, instruction, consultation, and intervention when necessary.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.3 Sponsor Registration A person seeking approval as a sponsor shall submit a Sponsor Application on forms approved by the Board.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.4 Sponsor Qualifications and Establishment Limitations To be approved as a Sponsor, an individual shall:

1. Hold an active Mississippi license in good standing in the profession for which apprenticeship training is provided;
2. Hold an active Mississippi Instructor License issued by the Board or have maintained an active Mississippi practitioner license in the applicable profession for a minimum of fifteen (15) years;
3. Be actively engaged in practice within a licensed Mississippi establishment;
4. Be approved by the Board prior to supervising an apprentice; and
5. Comply with all applicable statutes, rules, and regulations of the Board.

No Sponsor shall supervise more than two (2) apprentices at any one time.

An apprentice may have one (1) Primary Sponsor and one (1) or more Secondary Sponsors approved by the Board. All Secondary Sponsors shall meet the qualifications required of a Primary Sponsor. At least one (1) approved Sponsor shall be physically present within the licensed establishment whenever an apprentice is performing services that are credited toward apprenticeship training hours.

No more than two (2) Board-approved Sponsors shall be designated within the same licensed establishment at any one time for purposes of apprenticeship training. Apprentices shall receive training only within Board-approved licensed establishments unless otherwise authorized by the Board.

The Sponsor shall be responsible for:

1. Providing supervision and training consistent with Board requirements;
2. Verification of apprentice hours;
3. Competency evaluations;
4. Related instruction verification;
5. Monthly reporting requirements;
6. Maintaining apprentice records;
7. Compliance with Board statutes, rules, and regulations; and
8. Providing a safe and sanitary training environment.

The Primary Sponsor shall:

1. Maintain the official apprentice file;
2. Submit all reports required by the Board;
3. Execute apprenticeship agreements and amendments;
4. Certify apprentice completion requirements; and
5. Serve as the primary point of contact with the Board.

The Sponsor shall provide the apprentice with a written list of approved textbooks, tools, equipment, supplies, and instructional materials at the commencement of the apprenticeship.

Responsibility for the purchase or provision of textbooks, tools, equipment, and supplies shall be

determined by agreement between the Sponsor and Apprentice and documented in the Apprenticeship Agreement.

An apprentice may utilize tools, equipment, and supplies provided by the Sponsor, the sponsoring establishment, or the apprentice. The sponsoring establishment shall maintain access to equipment and facilities necessary for the apprentice to complete the Board-approved curriculum.

The apprentice will be required to purchase their own tools before their apprenticeship is completed. This list will be provided by the sponsor or the sponsoring establishment.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.5 Apprenticeship Agreement Before training begins, the apprentice and sponsor shall execute a Board-approved Apprenticeship Agreement. The agreement shall contain:

- A. Occupation;
- B. Required hours;
- C. Related instruction requirements;
- D. Responsibilities of each party;
- E. Conditions for transfer or termination;
- F. Board reporting requirements; and
- G. Signatures of all parties.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.6 Apprentice Permit The Board shall issue an Apprentice Permit upon approval. The permit remains valid only while:

- A. The apprentice remains actively enrolled;
- A. Monthly reports are submitted timely; and
- B. The sponsor remains approved. Permits are not transferable.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.7 Hours and Training Requirements Minimum Apprenticeship Hours
Minimum apprenticeship hours shall be:

- A. Cosmetology – 3,000 hours
- B. Barbering – 3,000 hours
- C. Esthetics – 1,200 hours
- D. Nail Technology – 700 hours

The Board may award credit for licensed school training or previously completed apprenticeship training in accordance with Rule 9.13.

In addition to completion of required hours, apprentices shall demonstrate competency in all work processes and curriculum requirements established by the Board.

An apprentice shall complete training within the following time periods:

Occupation	Required Hours	Minimum Completion Period	Maximum Completion Period
Cosmetology	3,000	18 Months	Three (3) Years
Barbering	3,000	18 Months	Three (3) Years
Esthetics	1,200	Nine (9) Months	Two (2) Years
Nail Technology	700	Six (6) Months	Eighteen (18) Months

The completion period shall begin on the date the apprentice permit is issued by the Board.

The Board may grant an extension of time for completion upon written request and a showing of good cause. Good cause may include, but is not limited to:

- A. Military service;
- B. Medical hardship;
- C. Pregnancy or childbirth;
- D. Family caregiving responsibilities;
- E. Natural disasters or declared emergencies;
- F. Closure of a sponsoring establishment; or
- G. Other circumstances determined by the Board to justify an extension.

An apprentice who fails to complete training within the prescribed period and who has not received an approved extension shall have the apprentice permit expire and shall be required to reapply in accordance with Board requirements.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.8 Related Technical Instruction Each apprentice shall complete Board-approved related instruction. Related instruction may include:

- 1. Classroom instruction;
- 2. Board-approved continuing education programs;
- 3. Sponsor-provided theory instruction; and
- 4. Other Board-approved educational instruction related to the apprentice's occupation.

Documentation of all related instruction shall be maintained in the apprentice's file.

Apprentices may earn apprenticeship hours for attending educational demonstrations, product knowledge training, trade shows, continuing education presentations, Board meetings, community service projects, career fairs, and other educational activities approved by the Sponsor. Apprentices may earn apprenticeship hours for educational activities only when such activities are directly related to the apprentice's course of training and professional development.

Apprentices may earn no more than five percent (5%) of the total required apprenticeship hours for attendance at educational activities, field trips, demonstrations, trade shows, continuing education presentations, Board meetings, community service projects, career fairs, or similar educational opportunities. Educational activities and field trips shall be considered educational enhancements and shall not be a substitute for required practical training, related instruction, or competency requirements established by the Board. Sponsors shall maintain documentation of attendance and participation in all educational activities and field trips as part of the apprentice's training record.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.9 Work Process Schedule Each occupation shall follow a Board-approved curriculum and competency schedule.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.10 Apprentice Records Sponsors shall maintain records including:

- A. Attendance;
- B. Training hours;
- C. Competency evaluations;
- D. Related instruction records;
- E. Quarterly evaluations;
- F. Apprenticeship Agreement; and
- G. Correspondence with the Board.

Records shall be maintained for five (5) years following completion or termination.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.11 Monthly Reporting Sponsors shall submit monthly reports to the Board no later than the fifteenth (15th) day of the following month. Reports shall include:

- A. Hours earned;
- B. Related instruction completed;
- C. Competencies achieved;
- D. Changes in sponsorship; and
- E. Apprentice status.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.12 Transfer of Apprentices An apprentice may transfer to another approved sponsor. Transfer requests shall include:

- A. Transfer Request Form;
- B. Transcript of hours completed;
- C. Competency record; and
- D. New Apprenticeship Agreement.

The receiving sponsor shall grant appropriate credit for verified training.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.13 Credit for Prior Learning The Board may grant credit toward apprenticeship requirements only for:

1. Licensed school training completed in Mississippi or another jurisdiction recognized by the Board; and
2. Apprenticeship training completed through a Board-approved apprenticeship program or an apprenticeship program recognized by the Board.

An applicant requesting credit shall submit documentation prescribed by the Board, which may include:

1. Official transcripts;
2. School training records;
3. Apprenticeship training records;
4. Hour verification forms; and
5. Other documentation required by the Board to verify training.

Credit shall be awarded only for training that is substantially equivalent to the curriculum, competency requirements, and training standards established by the Board. The Board may approve all, part, or none of the requested credit based upon its review of the submitted documentation. Credit granted under this rule shall be documented in the apprentice's official Board record and shall reduce the number of apprenticeship hours required for completion of the program.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.14 Completion of Apprenticeship and Examination Eligibility An apprentice shall be considered to have completed the apprenticeship program upon:

1. Completion of all required apprenticeship hours;
2. Completion of all required related instruction;
3. Demonstration of competency in all required work processes and curriculum requirements;
4. Submission of all required records and reports; and
5. Submission of Form AP-12 Apprenticeship Completion Certification signed by the Sponsor.

Upon Board approval of apprenticeship completion, the apprentice shall be eligible to apply for

the applicable licensure examination.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.15 Apprentice Compensation Apprentices shall be compensated for all hours worked in accordance with applicable federal and state wage and hour laws.

No sponsor shall require an apprentice to perform services for the benefit of the sponsor's business without compensation where compensation is otherwise required by law.

Sponsors shall establish and maintain a progressive wage schedule for each apprentice. The wage schedule shall provide increases based upon successful completion of training milestones, competency achievement, hours completed, or a combination thereof. The wage schedule shall be included in the Apprenticeship Agreement and maintained in the apprentice's file.

A. Wage Progression

Completion Percentage	Wage Level
0% – 25%	60% of Journeyworker Wage
26% – 50%	70% of Journeyworker Wage
51% – 75%	80% of Journeyworker Wage
76% – 99%	90% of Journeyworker Wage
Completion	100% of Journeyworker Wage

Unless otherwise approved by the Board, the following wage progression shall apply: For purposes of this rule, "Journeyworker Wage" means the wage customarily paid by the sponsor to a fully qualified licensee performing the same occupation.

Sponsors shall maintain documentation of apprentice wages and wage increases. Such records shall be available for inspection by the Board upon request.

Failure to maintain or implement a progressive wage schedule may result in disciplinary action against the sponsor, including suspension or revocation of sponsor approval.

Sponsors participating in a federally registered apprenticeship program shall comply with all applicable federal apprenticeship wage requirements in addition to the requirements of this Chapter.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.16 Audits and Inspections The Board may inspect any apprenticeship program at any time. Inspections may include review of:

- A. Apprentice records;
- B. Attendance records;
- C. Curriculum implementation;
- D. Facilities;
- E. Equipment; and
- F. Compliance with Board regulations.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.17 Discipline The Board may suspend, revoke, or deny approval of an apprentice or sponsor for:

- A. Fraudulent records;
- B. Unlicensed activity;
- C. Failure to maintain records;
- D. Failure to submit reports;
- E. Unsafe practices; or
- F. Violation of Board statutes or regulations.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.

Rule 9.18 Registered Apprenticeship Recognition The Board may recognize apprenticeship programs that comply with Federal Registered Apprenticeship standards.

Recognition shall not exempt a participant from Mississippi licensure requirements.

Sponsors participating in a federally registered apprenticeship program shall comply with all applicable federal apprenticeship wage requirements in addition to the requirements of this Chapter.

Source: MISS. CODE ANN. §§ 73-7-7; 73-7-13; 73-7-13.1; 73-7-15; 73-7-18; 73-7-21.