Narrative Information for Biennial Agencies – DA 400

Division of the Budget

State of Kansas

Agency: KANSAS BOARD OF BARBERING

Program: Regulation

September 11, 2026

Mr. Adam Proffitt, Director
Division of the Budget
900 S. Jackson, Suite 504-N
Landon State Office Building
Topeka, Kansas 66612-1575

Dear Mr. Proffitt:

As the Chairman and Executive Director of the Kansas Board of Barbering, we hereby submit for your consideration the revised Fiscal Year 2027, Fiscal Year 2028, and Fiscal Year 2029 budget document amendments for the Board. To the best of our knowledge and belief, the information and explanations contained in this document are correct and complete.

As always, we are available to provide any additional information which you or your budget analyst may require.

Sincerely,

Shalana Daugherty
Chairman of the Board

Cassiopeia Capps
Executive Director

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AGENCY MISSION

To protect the health and welfare of the consuming public through the enforcement of existing barber statutes and regulations established by the Kansas Board of Barbering, and sanitization regulations established by the Kansas Department of Health and Environment for the barbering profession.

Methods of protecting the consuming public utilize processes which ensure that only qualified and well-trained barbers and barber instructors are licensed, and barbering establishments are properly licensed for operation.

The agency strives to continue to develop new techniques to accommodate the ever-growing barbering industry and barbering professionals within the State of Kansas. To this end, the mission of this agency includes expanding electronic record keeping, maintaining the agency website, providing comprehensive barbering examinations, continuing the completion of administrative responsibilities efficiently, and implementing mandates such as electronic license verification process. All of these assist the agency to achieve its main objective of protecting the health and welfare of the consuming public.

AGENCY PHILOSOPHY

Throughout its long history the Kansas Board of Barbering has and will continue to act in accordance with the highest standards of ethics, accountability, efficiency, and openness. Members of the Board and staff continue to affirm their interests in the barbering profession. They approach their activities with a sense of purpose and responsibility to the general public and the regulated community. Through this approach barbers, barber instructors, barber shops, barber colleges and their students, may be assured of a fair, balanced, and sensible approach to regulation.

STATUTORY HISTORY

Kansas statutes governing the barbering industry and board authority can be found at 65-1801 et seq. and those governing the creation of the board at 74-1801 et seq.

The Kansas Board of Barbering, as it is known today, was created by the Legislature on February 27, 1913. The original board consisted of three members which has since been increased to five members. In 1939, Kansas Statute Annotated (K. S. A.) 74-1805 set forth the Board's authority to adopt sanitization rules and regulations as deemed necessary to prevent the spreading of infectious or contagious diseases by means of infection control enforcement and education.

Agency Overview

The administrative office of the Kansas Board of Barbering is located in Topeka, Kansas.

The Board of Barbering is funded solely by licensure fees paid by those professionals who have chosen to practice barbering within the state of Kansas. This agency receives no funding from the State General Fund (SGF); however, it does contribute 10% of all fees collected to the SGF

Agency staff continue to use considerable fiscal conservation, which has enabled operations to continue despite having not raised licensure fees since 2006.

Board staff consists of two full-time employees at 40-hours per work week; one Executive Director, and one Board Inspector/Office Specialist.

Oversight is conducted by a five-member board appointed by the Governor for three-year terms. Statute requires four members be licensed barbers practicing in the State of Kansas, the fifth member represents the general public. Upon expiration of appointment, members may be reappointed or replaced by the Governor. Members of the Board are paid per-diem and subsistence for their participation in board activities. As a part of their statutory duties and functions, the Board and staff conduct the barber and barber instructor licensure examinations as established in statute and administrative regulation. Current Board Members are Shalana Daugherty-Chair and Public member, licensed members Ronnell Jones, Douglas Brewer, Lori Ferguson and Adhama Carter.

The revenue for FY26 was 237k. The expenditures for FY26 were $241K.

Agency Increase Over the Fiscal Years

License Application Types Processed	FY 2026 Actuals	FY 2027 Estimates	FY 2028 Estimates	FY 2029 Estimates
Establishments	599	679	705	731
Personal	1653	1660	1670	1690
Total License Applications Processed	2252	2339	2375	2421
Other Applications/Forms Processed	453	500	545	590
Total FY Applications Processed	**2705**	**2839**	**2920**	**3011**

Other applications include original application(s) and re-take(s) for barber and barber instructor examinations, and certification letter requests

Operation Programs Established to Assist with the Agency Mission

Licensing

In Fiscal Year 2026 the board issued 1,448 barber licenses, 205 barbering student licenses, 589 barber establishment licenses, and 10 barber school or college licenses for a total of 2,252 licenses in the fiscal year. The ten barber schools or colleges licensed were located throughout Kansas; three in Wichita; one in Topeka; one in Kansas City; one in Manhattan; one in Olathe; one in Hutchinson, and two at the Military Correctional Complex in Fort Leavenworth.

Kansas Administrative Regulation 61-4-2 establishes the annual renewal period for each licensee to occur during one of the four quarters of the year on an alphabetical basis. Barber schools or colleges renew on or before December 31st of each year.

The agency continues to see a steady trend in the barbering industry from the number of students, new barber establishments, interest in opening new barber schools, and inquiries on requirements to become a barber instructor. In FY25 248 student licenses were issued. In FY26, 205 student licenses were issued. Further, a consistent number of individuals graduating from barber schools in other states as well as Kansas-licensed cosmetologists wishing to receive additional training to become licensed as barbers are applying to examine for their barbering license.

Recent Legislative actions regarding professional licensure were created and enacted; Licensure mobility which expedites the transfer of out-of-state licenses for military spouses and license verification which allows for any professional license to be immediately verified. Regarding these mandates, the agency devised processes to ensure efficiency and compliance. The agency maintains an average of a 3-day turnaround on license processing. The agency also provides updates on a monthly basis to the Department of Administration for the electronic license verification system.

Examinations

One of the objectives of the Board is to ensure that those licensed by the Board are qualified to perform barbering services and follow regulations and statutes of the barbering profession set forth for barbers within the state.

By statute, the Board is mandated to examine individuals graduating from a barber school or college prior to issuing a barber license. One manner of this is by ensuring that examinations are designed to evaluate the qualifications for barbering services authorized by the Kansas barber license. Barber examinations assess an individual's fundamental knowledge, understanding of the barbering profession, the science behind it, their individual skills, ability, and the sanitation regulations set forth by the Kansas Department of Health and Environment for the barbering profession.

There has been a steady increase in the amount of computer-based testing (CBT) written examinations processed over the past fiscal years. In FY26, 303 written computer-based examinations were processed. Therefore, our agency estimates that over 300 written computer-based examinations will be processed in FY27, FY28, FY29.

In FY26, seven practical examinations were administered. With the number of candidates we are seeing over the fiscal years seem to remain steady, the Board estimates a similar number of practical examinations for the upcoming fiscal years. Practical hands-on examinations currently alternate between the barbering schools in Kansas City, Wichita, Hutchinson, and Olathe. Examinations for the Military Correctional Complex are conducted in those facilities for only those graduates.

Application Reviews and Processing

All applications and licenses are processed and updated in the administrative office. The agency has an internal objective to provide quality customer service to the consuming public. Board staff maintain an efficient application turnaround processing time which is well within the 14-day required timeframe. Most application responses are completed within two to five business days.

Inspections

Since the COVID-19 pandemic, a large number of barbering establishments have become "by appointment only" and their hours of operation vary depending on the clients for the day. This has impacted our ability to inspect establishments when arriving unannounced. The agency has developed an attempt to inspect letter to notify the establishment that inspector stopped by and they were closed at the time. This letter goes on to request that the establishment owners contact the inspector when they are open again with clarification of their working hours.

The most common violations involve expired licenses; other violations involve sanitation standards. There also seems to be an increased number of concerns regarding untrained and unlicensed individuals performing barbering services, some at places that are not licensed barbering establishments. The Board is attempting to develop solutions that will enable action to be taken to dispel this activity. The Board Inspector continues to educate and promote infection control to individuals and establishments during each inspection. The Board uses progressive discipline regarding any situation involving violations; this promotes the educational aspect, and reduces possible fines to Kansas workers, all while keeping the safety of the public in mind. The Board also addresses any formal complaint matters accordingly.

Overview of Agency Action Plans and Goals

1) Licensing and examinations:

Outcomes

a) Safeguard the general public's health and safety through examination of each candidate's abilities and knowledge of barbering.
b) Provide efficient testing for candidates to assess a candidate's knowledge, skills, and ability to uphold infection control policies, safety procedures, and sanitation of barbering services.

Output

Percentage of candidates licensed by passing all required examinations.

FY26 actuals – 86% FY27 estimate - 88%
FY28 estimate - 88% FY29 estimate - 88%

2) Application Reviews and Processing

Outcomes

a) Maintain a high level of efficiency managing responses to all inquiries, and processing applications within a responsible timeframe.

Output

Amount of time allocated from receiving to completing responsibilities.

FY26 actuals

Average of 3 days from receipt to completion and issuance of license

FY27 estimate - Less than 5 business days.
FY28 estimate - Less than 5 business days
FY29 estimate - Less than 5 business days

3) Fiscal Conservation

Outcomes

a) Continue to maintain fiscal responsibility regarding expenditures needed to effectively process licensure, complete daily tasks, avoid unnecessary spending, and by carefully tracking all expenditures and revenues.
b) Balance all expenditures and revenue at least monthly with the Smart Service Center/Department of Administration Finance via APPTIO.

Output

Percentage of revenue and expenditures matching in APPTIO monthly to ensure each invoice is properly accounted for.

FY26 actuals
100% month to month
Minimal inaccuracies were found and quickly corrected working with Apptio and the Smart Service Center.

FY27 estimates - 100%
FY28 Estimates - 100%
FY29 Estimates - 100%

4) Inspections

Outcome

a) Inspections of Kansas barbers, barbering establishments, barber schools and/or colleges.
b) Number of inspections that find violations of KBOB statutes or regulations, or KDHE regulations pertaining to barbering.

Output

Percentage of inspections completed and Percent of inspections that resulted in violations.

FY26 actuals
Completed 82.3 %
Resulted in Violations 4%

4) Inspections (continued)

FY27 estimates
Completed 90%
Resulted in Violations 4%

FY28 Estimates
Completed 95%
Resulted in Violations 4%

FY29 Estimates
Completed 100%
Resulted in Violations 4%

Fiscal Year	Barber Personal	Barber Establishment	Penalties Collected Total
2026 Actuals	$100	$350	**$450**
2027 Estimates	$100	$200	**$300**
2028 Estimates	$100	$200	**$300**
2029 Estimates	$100	$200	**$300**

*fines come from establishments or individuals who have been found multiple times of having same violation.

Formal Complaints Received	License and/or Sanitation Related
FY 2026	**2**
Insufficient Evidence	
Warning Letter	
Complaint Withdrawn	
Informally Resolved	
Other (wrong owner, not a licensed barber, complaint is outside of our scope of regulation)	1
Closed without Disciplinary Action	1

*Individual was licensed but did not have it posted; the other complaint was outside of our scope of regulation.

Violations Found	FY 2026 Actuals	FY 2027 Estimates	FY 2028 Estimates	FY 2029 Estimates
Expired Establishment License	8	6	3	3
Expired Practitioner License	12	10	5	4
Employed unlicensed person	7	1	2	2
Unlicensed Practitioner	7	1	0	0
Unlicensed Establishment	0	1	0	0
Failed to Post Required License(s)	10	4	1	1
Failed to Clean or Disinfect	**2**	0	1	0

*Failed to clean or disinfect is hair that is not being swept up, there are a handful of newly graduated students that do not apply for or wait until a temporary license to work in a barbershop is received and therefore are found working without a license. New establishments pop up all the time and do not always know they need a barber shop license in order to offer barbering services to the consumer. For expired licenses, this is where the education and progressive discipline come into play by the inspector reminding them about the laws and that there are multiple means of paying to renew a barber or barber shop license. Most expired licenses are remedied on the spot via paying through the online portal.

FY 2026 EXPENDITURE JUSTIFICATION

The Board understands its responsibility to our licensees to be good stewards of the fees which fund the agency. The board staff closely monitor expenditures in our effort to carry out the board's statutory duties. Board members are each paid $35 for each examination plus per diem.

Object Code 100 – Salaries and Wages

Currently, there is one Executive Director, (1 FTE position), and one Safety and Health Inspector/Office Specialist, (1 FTE position).

Salaries and Wages

Fiscal Year 2026 Approved	Fiscal Year 2026 Actuals
$159,319	$156,031

Salaries are a bit lower than expected due to not all Board members attending examinations, in addition to the Executive Director being out due to medical reasons and did not have the PTO so was out on leave without pay.

Account Codes 520 to 529 - Contractual Services

Expenditures within this category include State agency contracts (i.e., Attorney General, multiple services through Office of Information Technology Services, printing, etc.), travel for examinations, CBT vendor payments, office space, etc.

Fiscal Year 2026 Approved	Fiscal Year 2026 Actuals
$97,804	$82,030

Previous years' approved budget allocations prevented the ability to conduct an adequate number of examinations. Therefore, the expenditures associated with those examinations were lower than anticipated. This figure can be difficult to predict as it can fluctuate based on the number of examinations needed for the applying candidates.

Account Codes 534 to 539 – Commodities

The two major expenses in this category are for fuel, needed to meet our statutory obligation to inspect licensed facilities, and general office supplies.

Fiscal Year 2026 Approved	Fiscal Year 2026 Actuals
$4,750	$2,881

FY26 remained less than was estimated due to the agency inspector needing to cover the office for a time period while the Executive Director was out for medical reasons.

OVERVIEW OF AGENCY BUDGET AND REQUESTS FOR SUPPLEMENTALS AND/OR ENHANCMENTS FOR FY27, FY28, and FY29.

Object Code 100 - Salaries and Wages

The agency has 2 FTEs. Increases are from the pay plan increase that took effect in FY27. In addition, there are mandated insurance increases.

Salaries and Wages
FY27 - $162,285
FY28 - $171,746
FY29 - $166,414

Salary and Wages are projected estimates from IBARS for FY27, FY28, and FY29. Fiscal Year 2028 will have 27 pay periods in it, and therefore the salary and wages will be slightly higher in FY28 than in FY27 or FY29.

Account Codes 520 to 529 - Contractual Services

1. Attorney General's Office for legal representation.
2. Vendors providing computer-based testing examinations to candidates for licensure.
3. Office space utilized by our agency including an additional escalator fee.
4. Costs associated with licensing examinations for Board members and staff for testing in multiple cities.
5. Out-of-state travel, meals and lodging costs associated with national association conference attendance.

6. Services provided by Office of Information Technology Services for domain access, phone, data, computer leases, software subscriptions, email services, repair, maintenance, etc.
7. Printing of licenses, forms, etc.
8. Any additional fees accrued from the Department of Administration for services to the Kansas Board of Barbering.
9. Services provided by the SMART Service Center (DAFM).
10. Work phone for Board Inspector.
11. Maintenance on agency vehicle.

The agency obtained new computers through Dell as our computer lease agreement was at end of life. Recently a contract with Verizon to provide a work phone for the agency inspector was obtained. Physical security is currently being updated at the board office.

Contractual Services

FY27 estimated - $96,958
FY28 estimated - $94,476
FY29 estimated - $61,252

Contractual expenditures for FY29 are significantly lower as the Board cannot afford to give as many examinations, travel for the national annual conference, minimize the travel for inspections, or any additional expenditures that are not mandatory. If the Board cannot bring its statutes up-to-date and update fees to be on par with the inflation costs for the past 20 years, then the Board will not be able to function properly for its purpose.

Request for Supplemental Funds: Contractual Services

The agency does not have any supplemental or enhancement for FY27 because of the proviso language in the appropriations bill which allows for expenditures of up to 90% of the balance of the Barbering Board Fee Fund.

Account Codes 534 – 539 Commodities
1. Fuel for Safety and Health Inspector vehicle
2. General office supplies

Commodities for the agency are requested at the allocated amount of $4,750 for each fiscal year. The agency is not requesting any supplemental or enhancements funds for Commodities. The agency continues to be quite frugal in using office supplies and materials.

FIVE-YEAR PLAN FOR AGENCY VEHICLE

The board plans to allocate a total of $5,500 each year to go towards the agency vehicle. $2,500 of this will be saved for payment of a vehicle and the other $3,000 has been allocated under contractual services for vehicle maintenance.

To begin the five-year vehicle plan, the agency reserves a minimum of $30,000 from the current fee fund balance. This amount plus, a minimum of 10 percent required of the fee fund in the cash balance. The agency plans to add $2,500 each year, so in five years there will be an accumulation of approximately $40,000-$45,000 in the fund for an agency vehicle. Any time these funds are used for the purchase of a vehicle, the balance will be replenished from that year's fee fund amount.

OVERALL EXPENDITURE REQUESTS

The Kansas Board of Barbering is requesting an overall expenditure approval (which includes hospitality) for

FY27 – $263,993
FY28 - $270,972
FY29 - $232,556

Explanations of increase in contractual services for FY28 and FY29
The expenditures for FY28 and FY29 will rise due to an increase in cost indices for items such as but not limited to printing, mailing, insurance, milage, hotels, costs for IT.

In addition, the overall expenditure for rent in FY28 and FY29 will increase but it is unclear as to how much the difference will be. Our current rental agreement ends on June 30, 2028. We do not know as of yet if we will be able to stay where we are and develop a new lease agreement for the same rate or if the rate will change. or if we will have to move locations. Therefore, estimating how much office space rent may be in the coming fiscal years, it is not possible at this time.

REVENUE ESTIMATION

Statutory History: The Kansas Board of Barbering Fee Fund is in existence charging fees pursuant to K.S.A. 65-1817. The board has spent funds as allocated by the legislature pursuant to K.S.A. 65-1817a.

The Board of Barbering is funded solely by licensure fees paid by those professionals who have chosen to practice barbering within the state of Kansas. This agency receives no funding from the State General Fund (SGF); however, it does contribute 10% of all fees collected to the SGF

The revenue for FY26 was 237k. The revenue estimate for FY27, FY28, and FY can be found below.

The agency makes every effort to ensure our cash fund is sufficient to cover unexpected expenses for the agency.

Important information regarding the Revenue for Kansas Board of Barbering

The current proviso for our agency ends at the end of FY27 and therefore the Board needs to update Statutes to change/separate fees as we will no longer be able to bring in enough funds from examinations, to cover the full cost of administering and assessing these examinations. In addition, to bring in enough funds from licensing to support the tasks of the Board protecting the public and insuring that qualified individuals are safely and cleanly performing barbering services to the consuming public.

After the Proviso ends, the Board will collect a fee of $100 for barber examinations. Of this $100, 10 percent (10%) is automatically given to the SGF. That leaves the Board $90 to cover all examination costs for an individual. Of the $90, the NIC written examination costs $88. This will then leave $2 to cover the cost of the practical examination for an individual. This is not sufficient to cover the costs of the practical examinations. The revenue estimates for FY2028 and FY2029 show the explained decrease in revenue while the expenditures are estimated to still increase over the fiscal years.

The Kansas Board of Barbering is in need of updating Statutes that have not been changed in twenty years. All expenditures around us continue to increase and yet we are unable to keep up due to the fact that we ourselves cannot increase just to be up to par with the ongoing cost indices of the society around us. The Kansas Board of Barbering has not increased fees since 2006 with the exception of the proviso that was given. According to the Bureau of Labor and Statistics CPI (consumer price index) inflation calculator, the barber license fee of $80 would have increased to $134.71 as of July 2026. The $100 we charge for two exams would have increased to $168.39 as of July 2026 according to the CPI inflation calculator. We are not wanting to increase all areas but just keep up with the rising cost indices of society.

Kansas Board of Barbering Fee Fund

	Projected FY 2026	**Actual FY 2026**
Establishment Licenses	$40,800	$37,619
Personal Fees/Licenses	$237,390	$200,324
Total Fees Collected	$278,190	$237,943
Less 10% to SGF	($27,819)	($23,794)
Net Revenue to Barber Fee Fund:	**$250,0371**	**$214,148**

FY27 Projected	
Establishment Licenses	$38,000
Personal Fees/Licenses	$204,000
Total Fees Collected	$242,000
Less 10% to SGF	($24,200)
Net Revenue to Barber Fee Fund:	**$217,800**

FY28 Projected	
Establishment Licenses	$38,000
Personal Fees/Licenses	$180,531

Total Fees Collected	$218,531
Less 10% to SGF	($21,853)
Net Revenue to Barber Fee Fund:	**$196,678**

FY29 Projected

Establishment Licenses	$38,000
Personal Fees/Licenses	$180,531
Total Fees Collected	$218,531
Less 10% to SGF	($21,853)
Net Revenue to Barber Fee Fund:	**$196,678**