

**ND Board of Massage Therapy
February 23, 2018
Meeting Minutes
NDBMT Office, 2900 E. Broadway Ave., Ste. 2, Bismarck, ND**

The meeting was called to order by Chair, Lynnette Fox, at 9:30 AM.

Present

Chair – Lynnette Fox, Rebecca Forde, Heidi Strain, Jennifer Staska, and Gail Hovden.

Others: Nikki Owings, Board Office; Sandra DePountis, Legal Counsel.

[Forde absent]

Minutes

It was **moved and seconded** to approve the minutes for January 19, 2018 with a correction to the Budget item; at the time of discussion, the Board was not aware of a budget. (Forde/Staska/carried) [Roll call: Fox (y), Staska (y), Strain (y), Hovden (y)] [Forde absent]

The Board will discuss its budget at the April meeting.

The Board will discuss amending its policy regarding the listing of guests in meeting minutes at the March meeting.

[Forde present]

Treasurer's Report

Money Market Account:

Opening balance = \$80,106.73

Deposits(Interest) = \$10.21

Closing balance = \$80,116.94

Checking Account:

Opening balance = \$42,370.89

Deposits = \$25,184.00

Withdrawals = \$11,455.27

Closing balance = \$56,099.62

It was **moved and seconded** to approve the treasurer's report and the Board will reimburse the members for expenses as presented. (Fox/Forde/unanimous) [Roll call: Forde (y), Staska (y), Strain (y), Hovden (y), Forde (y)]

Ethics/Practice Issues

Katrina Engelhardt – Information was sent to BCI regarding use of CBD oil and BCI is currently investigating. It was **moved and seconded** to table pending outcome of BCI investigation. (Fox/Staska/unanimous) [Roll call: Forde (y),

Staska (y), Strain (y), Hovden (y), Forde (y)]

Legal counsel will propose new statute language regarding medical marijuana at the March meeting.

The Board will post information regarding the use of CBD oil and medical marijuana on its website.

Andrea Weller - It was **moved and seconded** to not take disciplinary action at this time but request she report any probation violations to the Board.

(Fox/Staska/unanimous) [Roll call: Forde (y), Staska (y), Strain (y), Hovden (y), Forde (y)]

Statute Changes

Code of Ethics – The Board will review the FSMTB code at the March meeting.

License application life span (43-25-07 (2)) – The Board reviewed legal counsel’s draft language to incomplete license application materials no longer than 6 months from date submitted.

Records to be kept by the Board (43-25-13) – The Board will keep language as is.

Strain will bring concerns regarding the use of electrical devices to an upcoming meeting.

The Board will revisit the continuing education requirements at the April meeting as per Hovden’s request.

Continuing Education Audit Policy and Procedure

Tabled to March meeting.

Office Report

Licensure Data – Currently there are 731 LMTs; 105 even-numbered licenses yet to renew.

Other Business

BCI Background Report Training – Strain will attend the training in Bismarck.

Will Bayne – It was **moved and seconded** to give an extension to April 30, 2018 to become CE compliant; license will remain in good standing.

(Fox/Strain/unanimous) [Roll call: Forde (y), Staska (y), Strain (y), Hovden (y), Forde (y)]

Next Meeting - March 16, 2018

9:30 AM

Conference call

Adjournment

The meeting was adjourned at 10:56 AM.

Chair

Date

Vice Chair

Date