

MEETING NOTICE
(Notice: April 5, 2018)
ND Board of Massage Therapy
Agenda
April 20, 2018
NDBMT Office, 2900 E. Broadway Avenue, Ste. 2, Bismarck, ND

The ND Board of Massage Therapy will be holding a regularly scheduled meeting on April 20, 2018 at 9:30 am. The meeting will be held at the address listed above. At the time this notice is being prepared, the governing bodies expect the agenda of its meeting to include the following topics:

- I.** Call to Order 9:30 AM
- II.** Roll Call - Chair
- III.** Minutes – Chair
 - A. March 16, 2018
- IV.** Treasurer’s Report & Reimbursements– Staska
- V.** Financial Audit - Chair
- VI.** Ethics/Practice Issues – Chair & Legal Counsel
 - A. Katrina Engelhardt
 - B. Scott Snyder
- VII.** Application for Licensure – Chair & Legal Counsel
 - A. Corey Hendricks
- VIII.** Inspector Applications - Chair
- IX.** Statute Changes – Chair & Legal Counsel
 - A. Continuing Education Requirements - Hovden
- X.** Policy & Procedure Manual Updates – Chair
 - A. Continuing education audit – Forde
 - B. Record of guests at meetings
 - C. FSMTB Code of Ethics- Forde
- XI.** BCI Background Check Training Report – Strain
- XII.** Letter to Massage Schools – Strain
- XIII.** Continuing Education – Forde
 - A. Access Consciousness BARS method
- XIV.** Office Report – Nikki
 - A. Total Licensed LMTs/Renewal update
 - B. Budget
 - C. Open local bank account
 - D. Records retention schedule
- XV.** Next Meeting Date - Chair
- XVI.** Other
- XVII.** Adjourn

Where noted, the discussion of some of the above topics may be held in executive session rather than during the portion of the meeting that is open to the public. If this is a regular meeting, additional topics may be discussed. If this is a special or emergency meeting, the governing body’s discussion will be limited to the topics and executive sessions listed above.

Date of Notice: April 5, 2018