

**ND Board of Massage Therapy  
April 26, 2019  
Meeting Minutes  
NDBMT Office, 2900 E. Broadway Ave., Ste. 2, Bismarck, ND**

The meeting was called to order by Chair, Heidi Strain, at 9:30 AM.

***Present***

Chair – Heidi Strain; Gail Hovden; Jennifer Staska; Cathy Minard; Rebecca Forde.

Others: Nikki Owings; Sandy DePountis, Legal Counsel; Tara Brandner, ND Attorney General’s Office.

***Medical Marijuana Presentation***

Tara Brandner of the ND Attorney General’s Office updated the Board on the current status of medical marijuana laws. The use of CBD products was also discussed. The Board will place a statement on its website regarding the use of medical marijuana and CBD products.

***Board Member Orientation***

Legal Counsel gave a brief overview of public records and open meetings laws.

***Minutes***

It was **moved and seconded** to accept the minutes from March 15, 2019. (Forde/Staska/unanimous) [Roll call: Hovden (y); Staska (y); Minard (y); Forde (y); Strain (y)]

***Treasurer’s Report and Reimbursements***

**Money Market Account:**

Opening balance = \$80,362.98  
Interest deposit = \$21.58  
Closing balance = \$80,384.56

**Checking Account:**

Opening balance = \$84,495.51  
Expenses = \$3,438.68  
Credit = \$7,750.45  
Closing balance = \$88,807.28

Total March reimbursements = \$183.85

It was **moved and seconded** to approve the treasurer’s report and pay the March reimbursements. (Minard/Forde/carried) [Roll call: Hovden (y); Staska (y); Minard (y); Forde (y); Strain (y)]

***2019 Proposed Legislation***

**HB1172** – This will go into effect August 1, 2019. The Secretary of State’s office will send a letter instructing the Board how to prepare the biennial report.

**SB2306** – The “military spouse” bill passed. As a result, the Board will update its initial licensure and reciprocity applications to reflect the law’s new requirements.

***Policy and Procedure Manual Updates***

It was **moved and seconded** to change reimbursements, effective May 1, 2019, for “other meetings” to \$20.00 per hour and \$100.00 if meeting is longer than 4 hours; inspections will be reimbursed at \$20.00 per hour and \$100.00 if longer than 4 hours; no reimbursement for driving time when doing inspections. (Forde/Strain/carried) [Roll call: Hovden (n); Staska (y); Minard (y); Forde (y); Strain (y)]

Legal Counsel will have a proposed draft of the reimbursement changes and military spouse section for review at next meeting.

***Inspection***

Board will begin the 2019 round of inspections in July.

***Parameters of License Renewals***

The Board reviewed the questions asked on the license renewal application and decided to add the questions to the initial licensure and reciprocity applications. It was **moved and seconded** to update the licensure and renewal applications with the discussed statements. (Forde/Strain/unanimous) [Roll call: Hovden (y); Staska (y); Minard (y); Forde (y); Strain (y)]

***Continuing Education Approval Request***

**Samantha Brown** – Her request for approval of Colon Hydrotherapy Trainings was denied.

**Reflexology** – Forde received clarification from the Board.

**Reduced CE hours** – Currently, all reduced hours, six or three, can be completed all on-line or not hands-on.

***FSMTB Membership Renewal***

It was **moved and seconded** to renew the annual membership. (Forde/Staska/unanimous) [Roll call: Hovden (y); Staska (y); Minard (y); Forde (y); Strain (y)]

***Other***

**Williston massage service advertisement** – The Board was notified of an ad running in the Williston newspaper for massage services. It was **moved and seconded** to turn over the Williston massage service to the Williams County States Attorney. (Forde/Strain/unanimous) [Roll call: Hovden (y); Staska (y); Minard (y); Forde (y); Strain (y)]

**July meeting date** – The quarterly July meeting will be moved to July 26, 2019.

***Next Meeting Date***

May 17, 2019 at 9:30 AM CST; via conference call.

***Adjournment***

The meeting was adjourned at 12:35 PM.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Date