

**ND Board of Massage Therapy
July 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; Jennifer Staska; Cathy Minard; Rebecca Forde; Carrie Anderson.

Others: Nikki Owings; Sandy DePountis, Legal Counsel; Laura Embleton, Associated Bodywork and Massage Professionals; James Specker, AMTA; Gail Hovden; Marsha Johnson.

Introductions

New LMT member, Carrie Anderson was introduced.

Illicit Businesses

The Board discussed the issue of illicit businesses in North Dakota with Ms. Embleton and Mr. Specker. Embleton and Specker recommend the Board work to educate city/county leaders as well as law enforcement on the practice of massage therapy and what a massage establishment should look like.

Minutes

It was **moved and seconded** to accept the minutes from June 21, 2019. (Forde/Minard/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

Treasurer's Report and Reimbursements

Money Market Account:

Opening balance = \$80,427.73

Interest deposit = \$26.99

Closing balance = \$80,454.72

Checking Account:

Opening balance = \$79,474.84

Expenses = \$611.82

Credit = \$1190.70

Closing balance = \$80,053.72

Total June reimbursements = \$907.50

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

Policy and Procedure Manual Update

The Board will keep the Continuing Education sections as approved at the May 2018 meeting. The Board office will make sure the most current manual is posted on the Board's web site and list a revision date each time it is updated on the web site.

FSMTB Conference

It was **moved and seconded** to approve funding for four Board members to attend the conference on October 3-5, 2019 in Atlanta, GA; with the fifth Board member being a delegate with all expenses paid by FSMTB.

(Forde/Minard/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

It was **moved and seconded** to immediately reimburse Board members for flight, boarding, and conference registration expenses. (Anderson/Forde/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

Election of Officers

It was **moved and seconded** to approve Strain as President.

(Staska/Forde/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

It was **moved and seconded** to approve Forde as Vice President.

(Minard/Strain/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

It was **moved and seconded** to approve Staska as Treasurer.

(Minard/Strain/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

It was **moved and seconded** to approve Minard as Secretary.

(Strain/Staska/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

Zoom Meetings

Forde checked into this option. The Board felt it wouldn't be cost effective at this time.

Other

Inspections – The Board will do a random ten percent of the licensees. Forde, Anderson, Minard, and Strain will conduct the inspections.

It was **moved and seconded** to, pending law enforcement approval, do an inspection in Minot. (Staska/Strain/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

Continuing Education Requirements – Forde reported statistics from FSMTB.

Transcript Review – Staska discussed the transcript review for Karmen Becker. The Board is requiring her school to submit the School Affidavit form. Once received, Staska will complete the review and report results to the Board Office.

Next Meeting Date

August 23, 2019 at 9:30 AM CST; via conference call.

Adjournment

The meeting was adjourned at 1:02 PM.

Chair

Date

Vice Chair

Date