

**ND Board of Massage Therapy
May 15, 2020
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. The Board met by remote means due to the COVID-19 pandemic.

Present

Chair – Heidi Strain; Jennifer Staska; Rebecca Forde; Carrie Anderson.
Others: Nikki Owings, Board Office; Sandy DePountis, Legal Counsel.

Absent

Cathy Minard

Minutes

It was **moved and seconded** to accept the minutes from April 17, 2020.
(Staska/Forde/carried) [Roll call: Staska (y); Forde (y); Anderson (y); Strain (y)]
[Minard absent]

Treasurer's Report and Reimbursements

Money Market Account:

Opening balance = \$80,592.48
Interest deposit = \$9.27
Closing balance = \$80,601.75

Checking Account:

Opening balance = \$100,803.53
Expenses = \$3,625.06
Credit = \$0.00
Closing balance = \$97,178.47

Total April reimbursements = \$345.00

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

COVID-19

Staska reported her school is open and instruction is going well.

Legal Counsel visited with the Governor's Office regarding continuing education requirements and the Board will continue to monitor the pandemic state of emergency and re-evaluate the continuing education requirements in late summer or early fall.

Statute Review

Tabled until Board meets in person.

CE Broker

Forde is continuing to research. She will look into FSMTB's continuing education services as well.

Request for Extension of Continuing Education Deadline

Hope Peterson - It was **moved and seconded** to grant permission to do all continuing education hours on-line within 90 days from 5/18/2020 and she will need to submit the license renewal application, renewal fee, and late fee. (Forde/Staska/carried) [Roll call: Staska (y); Forde (y); Anderson (y); Strain (y)] [Minard absent]

FSMTB Membership Renewal

It was **moved and seconded** to pay the annual renewal fee of \$799.20. (Staska/Anderson/carried) [Roll call: Staska (y); Forde (y); Anderson (y); Strain (y)] [Minard absent]

Ratification of Licenses

No licenses were issued between 4/17/2020 and 5/7/2020.

Other

Request for Waiver of Late Fee by Marinda Knapp – It was **moved and seconded** to deny the request as the Board has no legal authority to waive the fee. (Forde/Staska/carried) [Roll call: Staska (y); Forde (y); Anderson (y); Strain (y)] [Minard absent]

AMTA Convention – The spring convention was switched to a virtual format. Two continuing education hours will be offered.

Next Meeting Date

June 19, 2020 at 9:30 AM CST; via conference call.

Adjournment

The meeting was adjourned at 10:10 AM.

Chair

Date

Vice Chair

Date