

**ND Board of Massage Therapy  
January 15, 2021  
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; Carrie Anderson; Rebecca Forde; Jennifer Staska.  
Others: Nikki Owings, Board Office; Annique Lockard, Legal Counsel; Christine Hooper, AMTA; Laura Embleton, ABMT.

***Absent***

Vacant consumer position.

***{Anderson absent}***

***Minutes***

It was **moved and seconded** to accept the minutes from December 18, 2020. (Staska/Forde/carried) [Roll call: Forde (y); Staska (y); Strain (y)] [Anderson absent]

***Treasurer's Report and Reimbursements***

**Money Market Account:**

Opening balance = \$80,651.89  
Interest deposit = \$5.97  
Closing balance = \$80,657.86

**Checking Account:**

Opening balance = \$87,826.35  
Expenses = \$5,167.74  
Credit = \$2,519.80  
Closing balance = \$85,178.41

Total December reimbursements = \$130.00

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

***{Anderson present}***

***License for Jian Min Jennings***

Waiting to hear from her regarding the offered settlement agreement.

**Complaint**

**Jennifer Gould** – Gould did not respond to the complaint. Strain will attempt to contact her.

**Request for Refund of License Fee**

**Precious Scott** – It was **moved and seconded** to refund the initial license fee as she has moved out of state and will not continue the application process. (Forde/Staska/carried) [Roll call: Forde (y); Staska (y); Anderson (y); Strain (y)]

**Web Site Update**

**Set up of massage business** – The Board will add a statement to the site recommending licensees check with their local jurisdiction regarding new business ordinances/guidelines.

**Ratification of Licenses**

No licenses issued.

**Other**

**Forde Board Position** – Forde will step down from her position as soon as it is filled. She will continue to process continuing education requests through the current renewal period. Heidi will handle the continuing education requests after the current renewal period ends.

**Proposed Legislation** – Legal counsel and Board members will continue to monitor any legislative bills that may affect the Board.

**Next Meeting Date**

February 19, 2021      9:30 AM      By remote means

**Adjournment**

The meeting was adjourned at 10:06 AM.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date