

**ND Board of Massage Therapy  
March 19, 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; Rebecca Forde; Carrie Anderson; Jennifer Staska.  
Others: Nikki Owings, Board Office; Annique Lockard, Legal Counsel.

***Absent***

Vacant consumer position.

***{Staska absent}***

***Minutes***

It was **moved and seconded** to accept the minutes from February 19, 2021.  
(Forde/Anderson/carried) [Roll call: Forde (y); Anderson (y); Strain (y)] [Staska absent]

***{Staska present}***

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

**Money Market Account:**

Opening balance = \$80,665.59

Interest deposit = \$6.19

Closing balance = \$80,671.78

**Checking Account:**

Opening balance = \$112,290.70

Expenses = \$3,647.28

Credit = \$29,807.25

Closing balance = \$138,450.61

Total February 2021 reimbursements = \$145.00

It was **moved and seconded** to approve the treasurer's report and pay the February 2021 reimbursements. (Strain/Forde/carried) [Roll call: Forde (y); Anderson (y); Staska (y); Strain (y)]

***License for Jian Min Jennings***

It was **moved and seconded** to forward to the Attorney General's Civil Litigation Department to pursue formal disciplinary action to revoke her license for twenty years. (Forde/Staska/carried) [Roll call: Forde (y); Anderson (y); Staska (y); Strain (y)]

***Executive Session***

The Board entered into executive session for the purpose of reviewing criminal history record information as per NDCC 44-04-19.2(1) and NDCC 12-60-24(1)(c) at 10:03 AM. Attendees were Strain, Staska, Anderson, Forde, and Lockard. The executive session ended at 10:14 AM.

It was **moved and seconded** to approve licensure for Bridgette Washington. (Strain/Forde/carried) [Roll call: Forde (y); Anderson (y); Staska (y); Strain (y)]

***Application for Renewal of Licensure***

**Wanderi** - It was **moved and seconded** to have the Board office send Wanderi a letter requesting she submit proof of completion of her 2019-2020 required hours within 30 days of the date of the letter. (Strain/Forde/carried) [Roll call: Forde (y); Anderson (y); Staska (y); Strain (y)]

***Continuing Education Requirements for Even-numbered License***

It was **moved and seconded** to waive the hands-on requirement for the even-numbered licensees for the 2022 license renewal; all other continuing education laws stay in place. (Anderson/Staska/carried) [Roll call: Forde (y); Anderson (y); Staska (y); Strain (y)]

***Transcript Reviews***

The Board office and legal counsel will draft a standard response for those seeking a review of education hours prior to applying for initial or reciprocity licensure. The response will direct inquirers to review the licensure requirements set forth in law and administrative code and seek the advice of an attorney for further clarification of the law and administrative code.

***Ratification of Licenses***

It was **moved and seconded** to ratify the following license:

- Katherine Jenstead #21109
- Brooke Barrett #21111
- Demi Gutzmer #21113
- Cyleste Chambers #21115
- Becca Saunders #21117.

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

***Next Meeting Date***

April 16, 2021                      9:30 AM                      By remote means

***Adjournment***

The meeting was adjourned at 10:44 AM.

\_\_\_\_\_

Chair

\_\_\_\_\_

Date

\_\_\_\_\_

Vice Chair

\_\_\_\_\_

Date