

**ND Board of Massage Therapy
May 28, 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.
Others: Nikki Owings, Board Office; Annique Lockard, Legal Counsel.

Absent

Jennifer Staska; vacant consumer position.

Minutes

It was **moved and seconded** to accept the minutes from April 16, 2021, April 22, 2021, and May 10, 2021. (Forde/Anderson/carried) [Roll call: Forde (y); Anderson (y); Strain (y)] [Staska absent]

Treasurer's Report and Reimbursements

Money Market Account:

Opening balance = \$110,677.97
Interest deposit = \$22.81
Closing balance = \$110,700.78

Checking Account:

Opening balance = \$102,475.91
Expenses = \$4417.05
Credit = \$290.70
Closing balance = \$98,349.56

Total March 2021 reimbursements = \$345.00

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

Fargo Massage Establishment Licensure Proposal

It was **moved and seconded** the Board's legal counsel will contact the City of Fargo Office to clarify what the Board can and cannot do. (Strain/Forde/carried) [Roll call: Forde (y); Anderson (y); Strain (y)] [Staska absent]

Inspections

The Board will inspect all locations at which a licensee practices.

It was **moved and seconded** to have the Board office work with Albertson Consulting to require licensees to list their business name and location, up to 10 locations, and if not currently practicing list, “Not practicing at this time” on the license renewal application. (Strain/Forde/carried) [Roll call: Forde (y); Anderson (y); Strain (y)] [Staska absent]

It was **moved and seconded** the Board will begin inspections by completing the 2020 inspections and continue forth as the policy and procedure manual states. (Strain/Anderson/carried) [Roll call: Forde (y); Anderson (y); Strain (y)] [Staska absent]

License Renewal for Judy Wanderi

It was **moved and seconded** the Board office will send Wanderi a second letter and state the Board anticipates pursuing disciplinary action and a reminder that disciplinary action is reported to the National Practitioner Data Bank. (Strain/Forde/carried) [Roll call: Forde (y); Anderson (y); Strain (y)] [Staska absent]

Application for Licensure by Reciprocity for Xie Xiuying

It was **moved and seconded** to authorize legal counsel to send a letter to Xiuying stating the Board met and reviewed her application, transcript, and notice of FSMTB invalidated test score; and offer her a chance to respond within 15 days. (Strain/Forde/carried) [Roll call: Forde (y); Anderson (y); Strain (y)] [Staska absent]

Approval of Continuing Education Providers

Process – The Board will discuss at June meeting.

Forms - It was **moved and seconded** to change the contact information on all forms to the Board office. (Strain/Anderson/carried) [Roll call: Forde (y); Anderson (y); Strain (y)] [Staska absent]

Approved courses list on web site – The Board will keep current-year courses listed.

Ratification of Licenses

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

Whitney Rud #21129

Susan Lund #21131.

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

Other

No items.

Next Meeting Date

Moved from June 18, 2021 to **June 25, 2021** 9:30 AM By remote means.

Adjournment

The meeting was adjourned at 11:21 AM.

Chair

Date

Vice Chair

Date