

**ND Board of Massage Therapy
August 19, 2022
Meeting Minutes
NDBMT Office, 2900 E Broadway Ave., Bismarck, ND**

The meeting was called to order by Vice President, Robert Benson, at 9:30 AM. The Board met by remote means.

Present

Vice President – Robert Benson; Brynn Burbach; Carrie Anderson; Shelle Hagen.
Others: Nikki Owings, Board Office; Annique Lockard, Legal Counsel;
Elizabeth Kriz, Legal Counsel.

Absent

President – Heidi Strain.

{Hagen absent}

Minutes

It was **moved and seconded** to accept the minutes from July 15, 2022 and August 4, 2022. (Anderson/Burbach/carried) [Roll call: Burbach (y); Anderson (y); Benson (y)] [Strain and Hagen absent]

{Hagen present}

Treasurer's Report and Reimbursements

Money Market Account:

Opening balance = \$110,833.70

Interest deposit = \$10.62

Closing balance = \$110,844.32

Checking Account:

Opening balance = \$106,676.39

Expenses = \$5,990.30

Credit = \$580.68

Closing balance = \$102,027.27

Total July 2022 reimbursements and Burbach's May and June 2022 reimbursements = \$923.75.

It was **moved and seconded** to approve the treasurer's report, pay the July 2022 and Burbach's May and June 2022 reimbursements. (Anderson/Hagen/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

It was **moved and seconded** to create new signature cards for the checking and money market accounts removing Jennifer Staska and adding Shelle Hagen while keeping Bill Kalanek and Nikki Owings of APT, Inc on the cards.

(Benson/Anderson/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Update on Complaints

#2021-02-Benson – It was **moved and seconded** to offer an amended settlement agreement. (Burbach/Hagen/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

#2021-03-Benson - It was **moved and seconded** to offer an amended settlement agreement. (Burbach/Hagen/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

New Complaint

#2022-01-Gould - It was **moved and seconded** to have Board office send letter to complainant stating this is a business issue, not a Board issue; the Board has no authority over this matter. (Hagen/Burbach/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Inspections

Nothing to note.

City of Fargo Massage Therapy Program Request

It was **moved and seconded** the Board will not release the home addresses as this information is exempt under law; Board office will respond to requestor.

(Anderson/Hagen/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Policy and Procedure Manual for CHRI

Tabled until Strain is present to explain.

Fargo School of Massage/The Salon Professional Academy

It was **moved and seconded** to have legal counsel send letter to school noting the current laws regarding fees and tipping for students. (Burbach/Hagen/carried)

[Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Interstate Massage Therapy Compact

Nothing to note.

Review of Statute/Administrative Rules

Legal counsel continues to work on draft statute.

Continuing Education Instructor/Presenter Approval Requests

Brittany Moore-Usui/Holy Fire III Levels I, II, and Master - It was **moved and seconded** to approve the request. (Benson/Hagen/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Janessa Woinarowicz-RYT Yoga Teacher Training - It was **moved and seconded** to approve the request. (Hagen/Anderson/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

FSMTB Convention

It was **moved and seconded** to authorize funds for a junior delegate and alternate delegate to attend with the delegate; Strain as delegate, Hagen as junior delegate, and Anderson as alternate delegate. (Hagen/Anderson/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Ratification of Licenses

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

- | | |
|--------------------------|-------------------------|
| A. Olivia Pacheco #22178 | F. Haley Wheeler #22188 |
| B. Andrea Hubbard #22180 | G. Brandi Ebach #22190 |
| C. KiyLee Kellis #22182 | H. Marcus Birk #22192 |
| D. Landon Lang #22184 | I. Marrea Straub #22194 |
| E. Anthony Trout #22186 | J. Xue Li #22196 |

(Benson/Hagen/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Other

Continuing Education Instructor/Provider Approval Request from Christine Wushke for Fascia-Informed Reiki - It was **moved and seconded** to approve the request. (Hagen/Anderson/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Continuing Education Reviewer - It was **moved and seconded** to appoint Hagen as the Continuing Education Reviewer. (Hagen/Benson/carried) [Roll call: Burbach (y); Anderson (y); Hagen (y); Benson (y)] [Strain absent]

Next Meeting Date/2023 Meeting Dates

Next meeting is: September 16, 2022 9:30 AM Virtual.

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|---------------------|--------------------|---------|-----------|
| 2023 Meeting Dates: | January 20, 2022 | 9:30 AM | In-person |
| | February 17, 2022 | 9:30 AM | Virtual |
| | March 17, 2022 | 9:30 AM | Virtual |
| | April 21, 2022 | 9:30 AM | In-person |
| | May 19, 2022 | 9:30 AM | Virtual |
| | June 16, 2022 | 9:30 AM | Virtual |
| | July 21, 2022 | 9:30 AM | In-person |
| | August 18, 2022 | 9:30 AM | Virtual |
| | September 15, 2022 | 9:30 AM | Virtual |
| | October 27, 2022 | 9:30 AM | In-person |
| | November 17, 2022 | 9:30 AM | Virtual |
| | December 15, 2022 | 9:30 AM | Virtual |

Adjournment

The meeting was adjourned at 11:40 AM.

Chair

Date

Vice Chair

Date