

**ND Board of Massage Therapy
September 16, 2022
Meeting Minutes
NDBMT Office, 2900 E Broadway Ave., Bismarck, ND**

The meeting was called to order by President, Heidi Strain, at 9:30 AM. The Board met by remote means.

Present

President – Heidi Strain; Robert Benson; Brynn Burbach; Carrie Anderson; Shelle Hagen.

Others: Nikki Owings, Board Office; Annique Lockard, Legal Counsel; Elizabeth Kriz, Legal Counsel.

Minutes

It was **moved and seconded** to accept the minutes from August 19, 2022. (Strain/Benson/unanimous) [Roll call: Burbach (y); Anderson (y); Benson (y); Hagen (y); Strain (y)]

Treasurer's Report and Reimbursements

Money Market Account:

Opening balance = \$110,844.32

Interest deposit = \$8.51

Closing balance = \$110,852.83

Checking Account:

Opening balance = \$101,749.27

Expenses = \$7,785.88

Credit = \$1,306.53

Closing balance = \$95,547.92

Total August 2022 reimbursements and Strain's July 2022 reimbursements = \$718.75.

It was **moved and seconded** to approve the treasurer's report, pay the July and August 2022 reimbursements for Benson and Strain.

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

Update on Complaints

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

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

Inspections

Nothing to note.

Policy and Procedure Manual for CHRI

Board will change policy to refer applicants requesting a copy of the background check report to BCI. Strain will present full draft of amendments to Board at next meeting for approval.

Review of Statute/Administrative Rules

Legal counsel continues to work on draft statute.

It was **moved and seconded** to form a committee of Benson and Anderson to review the Administrative Rules for possible amendments.

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

Ratification of Licenses

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

- A. Miranda Quillen #22198
- B. Kristi Bartlett #22200
- C. Sasha Iverson #22202
- D. Heather Thomas #22204
- E. Sophia Xu #22206
- F. Krista Sullivan #22208
- G. Brie Folstrom #22210
- H. Stevie Mattson #22212

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

Other

Meeting Start Times – All future meetings will begin at 9:30 AM.

Next Meeting Date/2023 Meeting Dates

Next meeting is: October 28, 2022, 9:30 AM in the Sakakawea Rm., State Capitol and by virtual means.

Adjournment

The meeting was adjourned at 10:12 AM.

Chair

Date

Vice Chair

Date