

**ND Board of Massage Therapy  
October 28, 2022  
Meeting Minutes  
Sakakawea Rm., State Capitol, Bismarck, ND**

The meeting was called to order by President, Heidi Strain, at 9:30 AM. The Board met by remote means and in person at the State Capitol in Bismarck, ND.

***Present***

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

Others: Nikki Owings, Board Office; Annique Lockard, Legal Counsel; Rebecca Forde.

{Burbach absent}

***Minutes***

It was **moved and seconded** to accept the minutes from September 16, 2022. (Hagen/Anderson/carried) [Roll call: Anderson (y); Benson (y); Hagen (y); Strain (y)] [Burbach absent]

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

**Money Market Account:**

Opening balance = \$110,852.83

Interest deposit = \$19.13

Closing balance = \$110,871.96

**Checking Account:**

Opening balance = \$102,497.92

Expenses = \$14,593.17

Credit = \$0.00

Closing balance = \$88,104.75

Total reimbursements presented = \$137.50.

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

***Complaints***

**#2021-02-Benson** – The case is closed.

**#2021-03-Benson** – The case is closed.

{Burbach present}

**#2022-02-Bai** - It was **moved and seconded** to send a copy of the complaint to Bai's New Town address on record and the Bismarck spa address via certified mail; and to inspect the Bismarck spa location. (Hagen/Anderson/unanimous) [Roll call: Anderson (y); Benson (y); Hagen (y); Burbach (y); Strain (y)]

**#2022-03-Hall** - It was **moved and seconded** to dismiss the complaint and suggest he complete continuing education courses related to ethics/boundaries and draping; a letter will be sent to the complainant and licensee; and if more information becomes available, the Board may pursue action. (Hagen/Strain/unanimous) [Roll call: Anderson (y); Benson (y); Hagen (y); Burbach (y); Strain (y)]

### ***Inspections***

The inspection sheet will be corrected as noted. The Board will wait to print corrected copies until it makes a decision on inspections in 2023.

The Board will work to complete the 2022 inspections by the end of the year.

The Board will discuss how to proceed with inspections at the January meeting.

### ***Policy and Procedure Manual for CHRI***

It was **moved and seconded** to approve the draft with the discussed amendment to the Use section. (Hagen/Strain/unanimous) [Roll call: Anderson (y); Benson (y); Hagen (y); Burbach (y); Strain (y)]

### ***Review of Statute/Administrative Rules***

It was **moved and seconded** to approve draft with changes discussed. (Hagen/Anderson/unanimous) [Roll call: Anderson (y); Benson (y); Hagen (y); Burbach (y); Strain (y)]

The Board will seek a legislator to sponsor the bill. This will be discussed at the November meeting.

It was **moved and seconded** to list Owings as the Primary Contact for fiscal notes. (Strain/Anderson/unanimous) [Roll call: Anderson (y); Benson (y); Hagen (y); Burbach (y); Strain (y)]

The Administrative Rules Committee will update the Board on its work at the November meeting.

### ***Correspondence from D. Murray Regarding Fargo School of Massage***

It was **moved and seconded** the Board will initiate a complaint against the Fargo School of Massage based on D. Murray's October 3, 2022 email; the Board will send a copy of the email to the school and ask for a response. (Strain/Hagen/unanimous) [Roll call: Anderson (y); Benson (y); Hagen (y); Burbach (y); Strain (y)]

***Continuing Education – Definitial of “Hands-on” Training***

The Board determined “hands-on” training is either live, in-person or webinar and the attendee has a body to work on during the course.

Anderson and Benson will draft wording to add to the Policy and Procedure Manual to be reviewed at the November meeting.

Hagen will draft wording for the web site to be reviewed at the November meeting.

It was **moved and seconded** to have Owings respond to the inquirer with the Board’s determination of what “hands-on” training means.  
(Hagen/Anderson/unanimous) [Roll call: Anderson (y); Benson (y); Hagen (y); Burbach (y); Strain (y)]

***Motion to amend agenda*** - It was **moved and seconded** to amend the agenda to discuss items under Other at this time. (Anderson/Hagen/unanimous) [Roll call: Anderson (y); Benson (y); Hagen (y); Burbach (y); Strain (y)]

***Other***

**Request from NDAMTA** – NDAMTA presented a question regarding stretching. The Board was unable to define or interpret the law nor offer any type of legal advice. It was recommended that NDAMTA seek their own legal counsel.

**{Break for lunch 12:10 PM to 12:30 PM.}**

***Review of Jurisprudence Exam***

The Board will table review to January meeting.

Under current law/rules, the applicant is merely required to complete the exam; it does not matter what percentage of questions are answered correctly. The Administrative Rules Committee will look at wording to address how what percentage of questions must answered correctly.

***FSMTB Convention Report***

Strain, Anderson, and Hagen attended. Anderson was placed on the FSMTB Nominating Committee. Topics such as a possible interstate compact, emergency suspension of license, on-line education, and the FSMTB license database were discussed.

***Ratification of Licenses***

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

Olivia	Pacheco	22178
Andrea	Hubbard	22180
Kiylee	Kellis	22182
Landon	Lang	22184
Anthony	Trout	22186
Haley	Wheeler	22188
Brandi	Ebach	22190
Marcus	Birk	22192
Marrea	Straub	22194
Xue	Li	22196
Miranda	Quillen	22198
Kristi	Bartlett	22200
Sasha	Iverson	22202
Heather	Thomas	22204
Sophia	Xu	22206
Krista	Sullivan	22208
Brie	Folstrom	22210
Stevie	Mattson	22212
Shannon	Lackey-Lien	22214
Mattie	Amsden	22216
Nicole	Sullivan	22218
Cassandra	Carter	22220
Stasia	Thompson	22222
Courtney	Kucera	22224
Katherine	Kallis	22226

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

***Next Meeting Date***

Next meeting is November 18, 2022, 9:30 AM by virtual means.

***Adjournment***

The meeting was adjourned at 1:16 PM.

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Chair

\_\_\_\_\_

Date

\_\_\_\_\_

Vice Chair

\_\_\_\_\_

Date