

**ND Board of Massage Therapy
August 18, 2023
Meeting Minutes
NDBMT Office, 2900 E Broadway Ave., Ste. 2, Bismarck, ND**

The meeting was called to order by President, Shelle Hagen, at 9:33 AM. The Board met by remote means.

Present

President – Shelle Hagen; Brynn Burbach; Chrystal McNary; Carrie Anderson; Robert Benson.

Others: Josh Amundson, Legal Counsel.

Minutes

It was **moved and seconded** to accept the minutes from July 21, 2023.

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

Treasurer's Report and Reimbursements

It was **moved and seconded** to approve the treasurer's report.

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

Certificate of Deposit Account Set Up

It was **moved and seconded** to open a certificate of deposit for 9 months at 4.25% at BNC Bank using \$37,000.00 from the savings and checking accounts; the President and Treasurer will be signers on the certificate.

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

Administrative Rules Draft Review

It was **moved and seconded** to add verbiage regarding who can file a complaint.

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

Inspections

Board members continue to work on completing 2023 inspections.

Complaint Process for Anonymous Complaints

Tabled to allow legal counsel more time to research.

Signatures on Large License Certificate

It was **moved and seconded** to approve the use of printed signatures on the large license certificates. (McNary/Anderson/unanimous) [Roll call: Benson (y); Anderson (y); Burbach (y); McNary (y); Hagen (y)]

Ratification of Licenses

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

- Nicole Anderson #23169
- Oliver Flores-Rios #23171
- Tessa Wold #23173
- Matthias Ehlers #23175

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

Board Appointment

Benson and Hagen have been re-appointed. Strain has served her maximum terms and Chrystal McNary of Williston will fill her position effective July 1, 2023.

Other

Professional Licensing Board Training - It was **moved and seconded** those who wish to attend the training in person on October 25, 2023 will be eligible for reimbursements as well as time spent in the training.

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

FSMTB Annual Meeting – The meeting will be September 28-30, 2023 in San Diego, CA. Anderson and Benson expressed interest in attending. A special meeting will be held to select a delegate. Anderson will check into travel costs for the assistant delegate and present to the Board.

Next Meeting Date

Next meeting is September 15, 2023, 9:30 AM, by virtual means.

Adjournment

The meeting was adjourned at 10:38 AM.

Chair

Date

Vice Chair

Date