

**ND Board of Massage Therapy
September 15, 2023
Meeting Minutes
NDBMT Office, 2900 E Broadway Ave., Ste. 2, 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.
Others: Nikki Owings, Board Office; Josh Amundson, Legal Counsel.

Absent

Shelle Hagen; Chrystal McNary.

Minutes

It was **moved and seconded** to accept the minutes from August 18, 2023.
(Benson/Anderson/carried) [Roll call: Anderson (y); Burbach (y); Benson (y)]
[Hagen and McNary absent]

Treasurer's Report and Reimbursements

The report was reviewed.

Certificate of Deposit Account Update

Hagen and McNary will work on setting up the new account as they are signers on the checking account.

Administrative Rules Draft Review

Legal Counsel and Owings will begin the process for promulgation and set up a public hearing.

Inspections

Board members continue to work on completing 2023 inspections.

Complaint Process for Anonymous Complaints

This will be a statutory change. The Board will begin to discuss with stakeholders and then draft 2025 legislation.

2021-2023 Biennial Report Draft Review

It was **moved and seconded** to table review to the October meeting so the 2021-2023 year-end report can be reviewed. (Anderson/Burbach/carried) [Roll call: Anderson (y); Burbach (y); Benson (y)] [Hagen and McNary absent]

Ratification of Licenses

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

Therese Faison #23177

Tina Lofgren #23179

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

[Hagen and McNary absent]

FSMTB

By-laws and nominations - It was **moved and seconded** to authorize the FSMTB delegate to vote the opinion of the advisory committee for the by-laws.

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

[Hagen and McNary absent]

It was **moved and seconded** to table approval of the nominees for the 2023 FSMTB Board of Directors the delegate will vote for to a special meeting set for September 19, 2023 at 11:30 AM. (Anderson/Benson/carried) [Roll call: Anderson (y); Burbach (y); Benson (y)] [Hagen and McNary absent]

Review report for conference – The Board reviewed the report drafted by Anderson. The Board will form a list of subjects for the delegate to discuss with other state delegates at the conference. The list will be made at the September 19, 2023 special meeting.

Other

Nothing to note.

Next Meeting Date

Next meeting is October 27, 2023, 9:30 AM, in the Sakakawea Room of the State Capitol.

Adjournment

The meeting was adjourned at 10:25 AM.

Chair

Date

Vice Chair

Date