

**ND Board of Massage Therapy  
March 15, 2024  
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; Carrie Anderson; Brynn Burbach.  
Others: Nikki Owings, Board Office; Austin Lafferty, Legal Counsel.

***Absent***

Shelle Hagen; Chrystal McNary.

***Minutes***

It was **moved and seconded** to accept the minutes from February 16, 2024.  
(Anderson/Burbach/carried) [Roll call: Anderson (y); Burbach (y); Benson (y)]  
[McNary and Hagen absent]

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

It was **moved and seconded** to approve the treasurer's report and pay the February expenses for Hagen and Benson. (Benson/Anderson/carried) [Roll call: Anderson (y); Burbach (y); Benson (y)] [McNary and Hagen absent]

***Ximin Hou Initial License Application Irregularities***

Legal Counsel said no action was needed by the Board at this time.

***Implementation of New Administrative Rules***

The new rules go into effect April 1, 2024. The Board will discuss updating forms and the Juris Prudence Exam at the April meeting.

***Update Policies and Procedures Manual***

Tabled to April meeting.

***Inspections***

The Board reviewed the 2024 list. Benson will complete the inspections for the Southwest area and Minot; McNary will complete the Williston inspections; Burbach will complete Bismarck; and Hagen and Anderson will complete the Fargo area.

***FARB Membership Discussion***

It was **moved and seconded** to move forward with applying for membership at a cost of \$175.00 for one-year period. (Benson/Anderson/carried) [Roll call: Anderson (y); Burbach (y); Benson (y)] [McNary and Hagen absent]

***North Dakota Massage Championship***

Anderson presented concerns about unlicensed participants. The Board will table discussion until April meeting.

***Apprenticeship One Massage Advanced Training***

Discussion tabled to April meeting. Legal Counsel will research possible disclaimer regarding apprenticeships to place on Board’s website.

***Ratification of Licenses***

No licenses were issued since the prior meeting.

***Other***

**McNary Appointment** – It was **moved and seconded** to ratify the Board’s actions since May 2023 regarding McNary’s voting at meetings.  
(Burbach/Anderson/carried) [Roll call: Anderson (y); Burbach (y); Benson (y)]  
[McNary and Hagen absent]

**FSMTB Executive Summit** - It was **moved and seconded** to authorize payment for Anderson to attend the April meeting on behalf of the Board unless FSMTB chooses to pay her travel and registration expenses.  
(Burbach/Benson/carried) [Roll call: Anderson (y); Burbach (y); Benson (y)]  
[McNary and Hagen absent]

***Next Meeting Date***

Next meeting will be April 18, 2024, 9:30 AM by virtual means and at Sakakawea Room, State Capitol, Bismarck.

***Adjournment***

The meeting was adjourned at 10:49 AM.

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Chair

\_\_\_\_\_

Date

\_\_\_\_\_

Vice Chair

\_\_\_\_\_

Date