

**ND Board of Massage Therapy  
June 21, 2024  
Meeting Minutes  
NDBMT Office, 2900 E Broadway Ave., Ste. 2, Bismarck, ND**

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

***Present***

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

Others: Nikki Owings, Board Office; Steve Hanson, Legal Counsel.

***{McNary absent}***

***Minutes***

It was **moved and seconded** to accept the minutes from May 17, 2024.

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

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

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

***Apprenticeship One Massage Advanced Training***

It was **moved and seconded** to authorize legal counsel to send a letter of conclusion to Grigsby. (Anderson/Benson/carried) [Roll call: Anderson (y); Burbach (y); Benson (y); Hagen (y)] [McNary absent]

***{McNary present}***

***Complaints***

**#2024-01** - It was **moved and seconded** to initiate disciplinary action and authorize legal counsel to offer settlement agreement of lifetime revocation. (Anderson/Hagen/unanimous) [Roll call: Anderson (y); Burbach (y); Benson (a); McNary (y); Hagen (y)]

**#2024-02** – It was **moved and seconded** to dismiss. (Hagen/Burbach/unanimous) [Roll call: Anderson (y); Burbach (y); Benson (y); McNary (y); Hagen (y)]

**Spectrum School of Massage** - It was **moved and seconded** to dismiss. (Hagen/McNary/unanimous) [Roll call: Anderson (y); Burbach (y); Benson (y); McNary (y); Hagen (y)]

***Application for Initial Licensure for S. Archambault***

It was **moved and seconded** to grant licensure. (Hagen/Burbach/unanimous)  
 [Roll call: Anderson (y); Burbach (y); Benson (y); McNary (y); Hagen (y)]

***Implementation of New Administrative Rules***

Benson will work on clarifying classroom and practical instruction requirements.

***Update Policies and Procedures Manual***

Board will update Board’s title on page 1. On page 2, the reimbursement amounts will be stated as, “according to State rates”.

The Board will discuss the hourly compensation rate for Board members at the next meeting.

The Board will review pages 3 and 4 at the next meeting.

***Inspections***

The Board discussed hiring inspectors as well as the possibility of conducting an inspection via on-line means. The law implies inspections must be complete in-person.

***Ratification of Licenses***

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

Melanie	Darrah	24142
Madisen	Radabaugh	24144
Erica	Stave	24146
Bryana	Thorson	24148
Melia	Mounga	24150
Jake	Chesley	24152
Sheldon	Zaste	24154
Ximin	Hou	24156
Austin	Hibbs	24158
Jade	Kraig	24160
Kasnedra	Montz	24162
Kasidee	Christensen	24164
Jolene	Blauert	24166

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

***Board Appointments***

Burbach’s term ends June 30, 2024. She does not wish to be re-appointed but will serve until replaced.

***Other***

Anderson updated the Board on the recent AMTA lawsuit regarding trade school program hour requirements.

***Next Meeting Date***

Next meeting will be July 26, 2024, 9:30 AM by virtual means and in person in Sakakawea Rm., State Capitol.

***Adjournment***

The meeting was adjourned at 11:25 AM.

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Chair

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Date

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Vice Chair

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Date