

**ND Board of Massage Therapy
July 26, 2024
Meeting Minutes
Sakakawea Rm., State Capitol, Bismarck, ND**

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

Present

President – Shelle Hagen; Robert Benson; Carrie Anderson; Brynn Burbach.
Others: Nikki Owings, Board Office; Stephen Hanson, Legal Counsel; Nathan Svihovec, Labor Commissioner; Carolyn Lair, State Labor Commission Office.

Absent

Chrystal McNary.

Discussion with Labor Commissioner Regarding Occupational Licensure Survey

Commissioner Svihovec discussed the Board's response to the survey. Once the Labor Commissioner's report is completed, he will offer the Board an opportunity to review the draft before it is finalized.

Minutes

It was **moved and seconded** to accept the minutes from June 21, 2024.
(Anderson/Hagen/carried) [Roll call: Anderson (y); Benson (y); Burbach (y); Hagen (y)] [McNary absent]

Treasurer's Report and Reimbursements

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

Disciplinary Action Update for N. Strom Complaint #2024-01

It was **moved and seconded** to proceed with revocation of licensure.
(Anderson/Burbach/carried) [Roll call: Anderson (y); Benson (abstain); Burbach (y); Hagen (y)] [McNary absent]

Clarification of Classroom and Practical Instruction Requirements

The Board will look at clarifying classroom instruction hours requirement and retention of client records.

Update Policies and Procedures Manual Pages 2 through 4

It was **moved and seconded** to change Board member compensation for related Board business to \$20.00 per hour not to exceed \$100.00 per day.
(Anderson/Burbach/carried) [Roll call: Anderson (y); Benson (y); Burbach (y); Hagen (y)] [McNary absent]

Inspections

No action taken.

Jurisprudence Exam Non-passing Score

It was **moved and seconded** to e-mail the incorrect questions to applicant who receives a score of less than eighty percent and have the applicant answer them once again to attempt to answer correctly. (Anderson/Burbach/carried) [Roll call: Anderson (y); Benson (y); Burbach (y); Hagen (y)] [McNary absent]

Ratification of Licenses

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

Stephanie Archambault #24168	Matthew Garnett #24170
Yana Zheng #24172	Meagan Sommerfelt #24174
KayLynn Wetsch #24176	Cathy Schlenker #24178
Eve Tooley #24180	Carissa Stetson #24182
Mariah Bracco #24184	Yan Liu #24186

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

Other

National Massage Licensure News – Anderson updated the Board on the latest information.

FSMTB Fall Convention - It was **moved and seconded** to select Anderson as the delegate for the October 3-5, 2024 convention. (Hagen/Benson/carried) [Roll call: Anderson (y); Benson (y); Burbach (y); Hagen (y)] [McNary absent]

CLEAR – The Board will consider joining CLEAR at the next meeting.

Election of Officers

It was **moved and seconded** to re-elect Hagen as President.

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

It was **moved and seconded** to re-elect Benson as Vice President.

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

It was **moved and seconded** to re-elect Anderson as Treasurer and Secretary.

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

Next Meeting Date

Next meeting has been moved to August 23, 2024, 9:30 AM by virtual means.

Adjournment

The meeting was adjourned at 1:03 PM.

Chair

Date

Vice Chair

Date