

**ND Board of Massage Therapy  
August 23, 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; Carrie Anderson; Brynn Burbach.  
Others: Nikki Owings, Board Office; Steve Hanson, Legal Counsel; LTC Jay Sheldon, ND National Guard.

***Absent***

Chrystal McNary; Robert Benson

***Massage Therapy Compact Discussion with Representatives from the North Dakota Military Commission and Defense State Liaison Office***

Discussion held. No action taken.

***Minutes***

It was **moved and seconded** to accept the minutes from July 26, 2024.  
(Hagen/Burbach/carried) [Roll call: Anderson (y); Burbach (y); Hagen (y)]  
[McNary and Benson absent]

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

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

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

Legal counsel has forwarded information to the litigation department and the litigation process has begun.

***Clarification of Classroom and Practical Instruction Requirements***

It was **moved and seconded** to table to September meeting. (Hagen Burbach/carried) [Roll call: Anderson (y); Burbach (y); Hagen (y)] [McNary and Benson absent]

***Update Policies and Procedures Manual***

It was **moved and seconded** to table to September meeting. (Hagen Burbach/carried) [Roll call: Anderson (y); Burbach (y); Hagen (y)] [McNary and Benson absent]

***Inspections***

No discussion.

***Discussion Regarding Membership to CLEAR***

Anderson will contact CLEAR to seek further information and present at September meeting.

***Occupational Licensure Board Survey by ND Workforce Development Division***

It was **moved and seconded** to approve the draft response as presented. (Hagen Anderson/carried) [Roll call: Anderson (y); Burbach (y); Hagen (y)] [McNary and Benson absent]

***Department of Veterans Affairs National Standards of Practice***

It was **moved and seconded** to table to September meeting. (Hagen Burbach/carried) [Roll call: Anderson (y); Burbach (y); Hagen (y)] [McNary and Benson absent]

***Ratification of Licenses***

No licenses issued as of last ratification.

***Other***

Anderson brought up concerns regarding Board member participation in meetings.

Burbach’s consumer position has been filled by Russel Kuzel.

***Next Meeting Date***

Next meeting will be September 20, 2024, 9:30 AM by virtual means.

***Adjournment***

The meeting was adjourned at 10:49 AM.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Date