

**ND Board of Massage Therapy  
November 15, 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; Chrystal McNary; Robert Benson; Russel Kuzel.

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

***Minutes***

It was **moved and seconded** to accept the minutes from October 18, 2024. (Benson/Kuzel/unanimous) [Roll call: Anderson (y); McNary (y); Benson (y); Kuzel (y); Hagen (y)]

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

It was **moved and seconded** to approve the treasurer's report; no expenses were submitted. (Kuzel/Anderson/unanimous) [Roll call: Anderson (y); McNary (y); Benson (y); Kuzel (y); Hagen (y)]

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

Waiting to receive Strom's response to formal complaint and the litigation process is still in process.

***Self-Report by A. Holkesvig***

It was **moved and seconded** to dismiss self-report. (Kuzel/Hagen/unanimous) [Roll call: Anderson (y); McNary (y); Benson (y); Kuzel (y); Hagen (y)]

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

Board discussion held to clarify a few points. No further action taken.

***Update Policies and Procedures Manual***

Add to acceptable continuing education courses:

- Twelve hours must be hands-on massage therapy techniques courses via in-person, classroom or live webinar
- First aid training and CPR are hands-on courses
- Use of devices that mimic or enhance massage therapy treatment and care.
- Intra-oral manipulation of muscles techniques
- College course; which will not be counted as hands-on.

Remove first aid and CPR sentence from course material the Board may take into consideration.

Change last bulleted item under not-acceptable course material to: The use of devices that are not legally able to be purchased by the general public.

Tabled review of pages 10-12 to next meeting.

***Inspections***

No discussion.

***Discussion Regarding Membership to CLEAR***

The annual membership fee is \$260.00. The Board members will review the information on CLEAR’s website and discuss at next meeting.

***Ratification of Licenses***

No action.

***Other***

**Jingmei Xue Invalid MBLEx Result** - It was **moved and seconded** the Board will initiate a formal complaint against Xue based on information received from FSMTB and authorize Owings to request a response from Xue.  
(Hagen/Kuzel/unanimous) [Roll call: Anderson (y); McNary (y); Benson (y); Kuzel (y); Hagen (y)]

***Next Meeting Date***

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

***Adjournment***

The meeting was adjourned at 11:12 AM.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date