

**ND Board of Massage Therapy
December 20, 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; Russel Kuzel.
Others: Nikki Owings, Board Office; Steve Hanson, Legal Counsel; Mai Lin Petrine, FSMTB.

Absent

Robert Benson.

Minutes

It was **moved and seconded** to accept the minutes from November 15, 2024.
(Kuzel/Hagen/carried) [Roll call: Anderson (y); McNary (y); Kuzel (y); Hagen (y)] [Benson absent]

Treasurer's Report and Reimbursements

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

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

A pre-hearing conference will be held December 26, 2024. Strom's attorney plans to depose the complainant in January.

Jingmei Xue Invalid MBLEx Result

It was **moved and seconded** the Board authorizes legal counsel to offer a settlement agreement of suspension until Xue obtains valid education and a passing score on the MBLEx; this must be completed by December 31, 2025 or Xue's license will be revoked. (Anderson/Hagen/carried) [Roll call: Anderson (y); McNary (y); Kuzel (y); Hagen (y)] [Benson absent]

Update Policies and Procedures Manual

Amended pages 10 through 12:

- Add to Licensing, payment of fee must be made on-line via credit card or hard copy with a money order or cashier's check;
- Define the process of sending license renewal notices and how payments can be made under License Renewal;
- Delete the Military Spouse Licensure section as the Board must follow all federal and state laws;
- Under Inspections, change the random sample amount to 5 percent;
- Under Inspections, change "normal" to "standard" regarding business

hours in which an inspection may be completed;
-Under Inspections, add it is the licensee’s responsibility to update employment status and location.

Inspections

No discussion.

Discussion Regarding Membership to CLEAR

Table discussion to January meeting.

Ratification of Licenses

- Marguretta Clute #24192
- Aqin Zhang #24194
- Na Li #24196
- Colby Mink #24198
- Madyson McDonald #24200
- Chrissy Zimmerman #24202
- Adrianna Masalta #24204
- Brandi Lewis #24206

It was **moved and seconded** to ratify the licenses. (McNary/Hagen/carried) [Roll call: Anderson (y); McNary (y); Kuzel (y); Hagen (y)] [Benson absent]

Other

Reports of Unlicensed Practice - It was **moved and seconded** to authorize legal counsel to forward the two complaints against Lovugo Massage and Spa to the Williston Police Department. (McNary/Anderson/carried) [Roll call: Anderson (y); McNary (y); Kuzel (y); Hagen (y)] [Benson absent]

FSMTB National Convening: Human Trafficking and Illicit Massage - It was **moved and seconded** to authorized reimbursement of expenses for Anderson to attend. (McNary/Kuzel/carried) [Roll call: Anderson (y); McNary (y); Kuzel (y); Hagen (y)] [Benson absent]

Continuing Education Credit for Volunteer Hours – The Board will discuss this further at the January meeting.

Next Meeting Date

Next meeting will be January 17, 2025, 9:30 AM, at the Board Office and by virtual means.

Adjournment

The meeting was adjourned at 11:34 AM.

Chair	Date
Vice Chair	Date