

**ND Board of Massage Therapy
January 17, 2025
Meeting Minutes
NDBMT Office, 2900 E Broadway Ave., Ste. 3, 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 NDBMT Office, Bismarck, ND.

Present

President – Shelle Hagen; Robert Benson; Carrie Anderson; Russ Kuzel.
Others: Stephen Hanson, Legal Counsel; Sharon Silkman, LMT.

Absent

Chrystal McNary.

Minutes

It was **moved and seconded** to accept the minutes from December 20, 2024.
(Benson/Kuzel/carried) [Roll call: Anderson (y); Benson (y); Kuzel (y); Hagen (y)] [McNary absent]

Treasurer's Report and Reimbursements

Anderson will research options to move some checking account funds to a higher yielding savings account and report at the February meeting.

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

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

A deposition is planned for January 31, 2025. No further notices have been received.

Disciplinary Action Update for Jingmei Xue

Xue signed the settlement agreement and will comply with the proposed terms.

Update Policies and Procedures Manual

The Board will increase the inspector wages to \$20.00 per hour.

The Board will look into virtual inspections to aid in time and costs. The Board will propose an amendment to the law to include virtual inspections. Also to amend the law allowing a notice to be hung beside the license to practice including the contact information for the Board's complaint procedure. This could be done with a QR code. The Board will look into adding a QR code to the license certificates.

Inspections

The Board plans to look into virtual inspections.

Discussion Regarding Membership to CLEAR

It was **moved and seconded** the Board will join CLEAR and pay the \$260.00 membership fee. (Hagen/Anderson/carried) [Roll call: Anderson (y); Benson (y); Kuzel (y); Hagen (y)] [McNary absent]

Continuing Education for Volunteering

Anderson discussed the idea of adding CE credit for volunteering for the Red River Valley Hospice. Upon reviewing the law, it was decided to table this idea until the Board can amend the law. As of now, the law does not allow CE credit for something that does not include an instructor.

Ratification of Licenses (12/14/2024 – 1/9/2025)

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

Hatten Kleemann #25101

Catie Loftsgard #24210

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

Other

M. Graham Request – The Board authorized Owings to draft a letter informing Graham she can complete her required 3 continuing education hours via remote means with a live/interactive teaching platform. The Board will not grant her request to not complete her required hours. If she needs assistance finding online sources, she may contact Elite Massage Academy.

Human Trafficking Conference – Anderson reported on her attendance and has detailed notes on how the Board can move forward to protect the public with administrative rules.

Next Meeting Date

Next meeting is February 21, 2025; 9:30 AM by virtual means.

Adjournment

The meeting was adjourned at 11:23 AM.

Chair

Date

Vice Chair

Date