

**ND Board of Massage Therapy
December 23, 2025
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; Russel Kuzel; Chad Alfson.

Others: Nikki Owings, Board Office; William Woodworth, Legal Counsel; Mai Lin Petrine, FSMTB.

Absent

Chrystal McNary; vacant LMT position.

Minutes

It was **moved and seconded** to accept the minutes from November 21, 2025. (Hagen/Alfson/carried) [Roll call: Kuzel (y); Alfson (y); Hagen (y)] [McNary absent]

Treasurer's Report and Reimbursements

It was **moved and seconded** to approve the November 2025 treasurer's report. (Kuzel/Hagen/carried) [Roll call: Kuzel (y); Alfson (y); Hagen (y)] [McNary absent]

It was **moved and seconded** to approve the November 2025 reimbursements for Hagen. (Kuzel/Alfson/carried) [Roll call: Kuzel (y); Alfson (y); Hagen (y)] [McNary absent]

Management Services Contract

Kuzel continues to work on the upcoming March 2026 survey deadline.

Complaints

#2025-01 and #2025-02 A. Trout – The Civil Litigation Division continues to work on filing a formal complaint.

Disciplinary Action Update

#2025-03 G. Fitterer – The settlement agreement has been signed.

It was **moved and seconded** to supply, at no cost, Fitterer the continuing education course, Restoring Professional Boundaries and Ethical Practice in Massage Therapy, in order to fulfill the agreement requirement; and to delegate a final course description to Hagen. (Kuzel/Alfson/carried) [Roll call: Kuzel (y); Alfson (y); Hagen (y)] [McNary absent]

Inspections

No new business was discussed regarding inspections.

Interstate Compact Discussion

Hagen continues to work with Patty from FSMTB to set up a presentation.

License Certificates

Owings is working with the Board's IT contractor to obtain an estimate for a new license certificate design.

License Renewal Correspondence from Alicia Nelson

It was **moved and seconded** to deny the requests and authorize Owings to send a letter to Nelson stating such. (Hagen/Kuzel/carried) [Roll call: Kuzel (y); Alfson (y); Hagen (y)] [McNary absent]

Ratification of Licenses

Anna Olson #25213
Vanessa Renee #25215

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

Other

Nothing noted.

Next Meeting Date

January 16, 2026; 9:30 AM; In-person and virtual.

Adjournment

The meeting was adjourned at 10:32 AM.

Chair

Date

Vice Chair

Date