

**ND Board of Massage Therapy
March 9, 2026
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; Melanie Jackson.
Others: Nikki Owings, Board Office; William Woodworth, Legal Counsel; Elise Baine, FSMTB.

Absent

Kristi Hennager.

Minutes

It was **moved and seconded** to accept the minutes from February 13, 2026.
(Hagen/Alfson/carried) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hagen (y)]
[Hennager absent]

Treasurer's Report and Reimbursements

It was **moved and seconded** to approve the February 2026 treasurer's report.
(Kuzel/Hagen/carried) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hagen (y)]
[Hennager absent]

It was **moved and seconded** to approve the February 2026 reimbursements for Alfson, Kuzel, Jackson, and Hagen. (Kuzel/Alfson/carried) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hagen (y)] [Hennager absent]

Management Services Contract

The Board will begin working on the contract with State Procurement Office this fall as the current contract expires March 2027.

Complaint #2025-01 and #2025-01 A. Trout

The Civil Litigation Unit of the ND Attorney General's Office continues to draft a formal complaint. The Board will hold an executive session either at a special meeting or at the April regular meeting to receive information from legal counsel.

Complaint Regarding Lymphatic Drainage

North Dakota Statute and Administrative Code require a signed, written complaint. Also, the Board does not vet continuing education providers/programs for specialty areas. The Board office will respond to the inquirer.

Disciplinary Action Update

Gavin Fitterer – He met the continuing education condition of the settlement agreement, and the license remains on probation through May 26, 2026.

License Renewal Application for S. Archambault

It was **moved and seconded** to grant the renewal of license application.
(Hagen/Alfson/carried) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hagen (y)]
[Hennager absent]

Inspections

The 2026 inspection list was sent to the Board. Jackson will complete the western half of the state inspections.

Interstate Compact Discussion

Kuzel and Jackson discussed recent presentation regarding the compact provided by FSMTB.

License Certificates

Owings is awaiting estimates.

Code of Ethics

Jackson will put together a draft Standards of Conduct for the Board to consider at the next meeting.

Ratification of Licenses

Shelby Wastweet #26102
McKenna Skaare #26104
Brenda Gunderson #26106
Claire Dahl #26108

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

Other

Request for Late Fee Waiver from D. Stoneburg - It was **moved and seconded** to deny the request. (Hagen/Alfson/carried) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hagen (y)] [Hennager absent]

Interaction with Licensee Report from Hagen – Board discussed what occurred and thus a need for a Standards of Conduct.

Next Meeting Date

April meeting is changed to April 21, 2026; 9:30 AM; in-person/virtual.

Adjournment

The meeting was adjourned at 11:06 AM.

Chair

Date

Vice Chair

Date