

**ND Board of Massage Therapy  
April 21, 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; Kristi Hennager.

Others: Nikki Owings, Board Office; William Woodworth, Legal Counsel; Elise Baine, FSMTB; Carrie Anderson, LMT; Angela Poole, LMT.

***Interstate Compact Discussion with Patty Glenn of FSMTB***

Glenn was unable to attend. Hagen will work on setting up a June date for FSMTB to present to the Board and any interested licensees.

***Minutes***

It was **moved and seconded** to accept the minutes from March 9, 2026. (Kuzel/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

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

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

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

***Management Services Contract***

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

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

It was **moved and seconded** to dismiss complaint #2025-01. (Hagen/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

It was **moved and seconded** to continue with resolution 4 as proposed by legal counsel. (Hagen/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

***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.

***Request from M. Nunn***

It was **moved and seconded** to deny the appeal of the Board’s previous decision to deny her request to obtain all required continuing education hours via on-line method, she should reach out to continuing providers to see if they will accommodate her. (Hennager/Alfson/unanimous) [Roll call: Alfson (y); Jackson (y); Kuzel (y); Hennager (y); Hagen (y)]

***Application for Reciprocity License for L. Dozhier***

The Board will seek further information regarding her education hours, past practice hours, and if she would like to apply for the active military spouse license.

***Inspections***

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

***Code of Ethics***

Jackson is working on a draft Standards of Conduct for the Board to consider at the next meeting.

***ADA Compliance Standards for Website***

The Board’s website must be compliant with ADA standards by April of 2027. Legal counsel will review the Albertson Consulting contract addendum to remediate the Board’s website and report at next meeting.

***Ratification of Licenses***

Sarah Marchus #26110  
Susan Peterson #26112

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

***Other***

**Licensure Boards Task Force** – Hagen presented to the task force. The task force is not looking to make any changes to the Board’s structure at this time.

***Next Meeting Date***

May meeting is changed to May 12, 2026; 9:30 AM; virtual.

***Adjournment***

The meeting was adjourned at 11:48 AM.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date