# Louisiana Board of Massage Therapy

**August 16, 2013 Board Meeting Minutes**

Meeting called to order at 10:02 AM by Mary Donker Syvertsen, Chairman.

**Board Member Roll Call:**

***Present* *Absent***

Dr. Tim Hobbs Colleen Curran

Sallye Raymond Francis Johnson

Mary Donker Syvertsen

Suzanne Schwing

Faith Miller

Board attorneys and staff introduced themselves.

**Minutes:**

Sallye Raymond made the motion to approve the May 17, 2013 minutes.

Dr. Tim Hobbs seconded the motion.

1 Abstained

4 Yeas

**Treasurer Report:**

Statement of Net Assets

As of June 30, 2013

Total Assets: $414,326.71

Total Liabilities: $102,325.68

Total Equity: $312,001.03

Statement of Activities

Twelve Months Ended June 30, 2013

Net Income: $72,536.85

**Executive Director Report:**

1. Annual audit in process by Steve Yost.

2. Continuing to update website to improve the process and comply with changes in the law.

3. Received 10 complaints since the last meeting. All have been addressed.

4. Will be sending out some letters in reference to some of the changes in the law in the next quarter. Ex: Establishment License/Registration, LMT Card, Expiration date of licenses and Provider/Program Attendance Reporting.

At 10:17 AM guest speaker, Alliece Cole spoke about Human Trafficking.

Colleen Curran joined the meeting at 10:40 AM.

Dr. Tim Hobbs made a motion to break for lunch at 11:50 AM.

Sallye Raymond seconded the motion.

The meeting reconvened at 12:30 PM.

**Rules Update**

Title 46, Part XLIV, Massage Therapists was published in the State Register July 20, 2013. They can be found under the Louisiana Law tab on the Board’s website and there is also a link to the Office of State Register Division of Administration’s website.

**Continuing Education**

Andrea Porter presented program, Energy Medicine, which was denied by the Board at the May 17, 2013 board meeting.

Suzanne Schwing motioned to deny Energy Medicine 101.

Dr. Tim Hobbs seconded the motion.

2 – Yeas

3 – Nays

Sallye Raymond motioned to approve Energy Medicine 101.

Colleen Curran seconded the motion.

3 – Yeas

2 – Nays

Suzanne Schwing motioned to accept Energy Medicine 102.

Faith Miller seconded the motion.

5 – Yeas

Dr. Tim Hobbs motioned to approve Instructors on the Front Lines: Teaching Research Literacy – ABMP.

Suzanne Schwing seconded the motion.

2 – Yeas

3 – Nays

Faith Miller left the meeting room at 1:42 PM and returned at 1:48 PM.

**Board Meeting Space**

The Board discussed meeting spaces for future meetings.

Suzanne Schwing motioned first choice to be the Louisiana State Archives building on Essen and if not available the Louisiana Municipal Association on 700 North 10th Street.

Faith Miller seconded the motion.

5 - Yeas

**Federation of State Massage Therapy Boards**

Suzanne Schwing motioned to participate in the Massage Therapy Licensing Database being developed by FSMTB.

Faith Miller seconded the motion.

4 – Yeas

1 – Nay

**Continuing Education**

Therapeutic Trauma Release – Our Hearts, Mind & Spirits Become One – Faith Miller motioned not to approve this program.

Suzanne Schwing seconded the motion.

4 – Yeas

1 - Abstained

Therapeutic Trauma Release – Care for the Caregiver – Faith Miller motioned to deny as a CEU.

Suzanne Schwing seconded the motion.

4 – Yeas

1 – Abstained

Non-Standard Program Application – Suzanne Schwing motioned to accept this application as CEUs for this applicant.

Sallye Raymond seconded the motion.

5 – Yeas

Appeal Process for denied CE Programs – Reviewed by office, reviewed by CE Board Appointed Person, if denied, Provider can request in writing to present to the Board or if CE Board Appointed Person chooses to bring to the board, Provider will be contacted to be present for presentation. Once the board denies, no appeals will be granted.

Suzanne Schwing motioned to accept the appeal process for denied CE programs presented.

Faith Miller seconded the motion.

Yeas

Nays

Abstained

[Motion was not voted on.]

**Applications**

Applicant, Kristi McDonald was denied licensure due to not meeting the educational requirements as stated in Chapter 11 in the Rules; so, she came before the Board under the reciprocity clause.

Dr. Tim Hobbs motioned to go into Executive Session.

Faith Miller seconded the motion.

5 – Yeas

Suzanne Schwing motioned to accept Kristi McDonald’s application under the reciprocity clause – R.S. 3556, B, 2.

Faith Miller seconded the motion.

5 – Yeas

**Transcripts**

Graduation Status - The updated Rules (Chapter 11, C.) state that students must have graduated. The staff asked the board for guidance as to what is acceptable to meet this requirement.

Faith Miller motioned that schools under the board of education must have a letter with the school seal confirming graduation signed by the Director of Program or Register if the transcript does not state graduated and the date of graduation.

Sallye Raymond seconded the motion.

4 – Yeas

1 – Abstained

Faith Miller motioned that Proprietary Schools must have a sealed letter signed by the Director of Education.

Sallye Raymond seconded the motion.

3 – Yeas

2 - Abstained

Applicants needing additional Educational Hours – Need a policy allowing the board office to accept a letter along with attendance records for the verification of hours taken that were needed to meet the educational hours required by the state of Louisiana.

Faith Miller motioned to accept a letter and attendance record verification of hours taken.

Sallye Raymond seconded the motion.

5 – Nays

Suzanne Schwing motioned to accept a letter of verification of hours taken for clinical hours and successful course completion for specific courses.

Faith Miller seconded the motion.

4 – Yeas

1 – Nay

**Provisionally Licensed Schools**

Faith Miller made a motion - Do not accept provisionally licensed schools.

Suzanne Schwing seconded the motion.

1 – Yeas

4 – Nays

Dr. Tim Hobbs made a motion – Do not accept FuZuBa School of Massage & Reflexology until verification of being fully licensed.

Sallye Raymond seconded the motion.

5 – Yeas

**Applicants from other Countries**

Suzanne Schwing motioned to table this item (#6 on agenda) until the November meeting.

Faith Miller seconded the motion.

**Inspections**

Sallye Raymond motioned to have Suzanne Schwing, Jack Miller and Shanna Doyle to create standards of Fines and Penalty Fee Schedule and a Policy for the same to present to the Board at the November meeting.

Colleen Curran seconded the motion.

5 – Yeas

**Human Trafficking**

Faith Miller motioned to form a committee to discuss Human Trafficking issues.

Colleen Curran seconded the motion.

5 – Yeas

Mary Donker Syvertsen asked for three volunteers from the board that could dedicate time to be on the committee.

Mary Donker Syvertsen appointed the committee – Faith Miller, Jessica Thornhill, Colleen Curran, Mary Donker Syvertsen and Rhonda McManus.

Suzanne Schwing motioned to go into Executive Session at 3:57 PM.

Faith Miller seconded the motion.

Colleen Curran motioned to go come out of Executive Session at 4:09 PM.

Suzanne Schwing seconded the motion.

Colleen Curran motioned to adjourn the meeting at 4:10 PM.

Sallye Raymond seconded the motion.

5 - Yeas