Louisiana Board of Massage Therapy Board Meeting

5-17-13

Louisiana State Office Building

I. Meeting called to order by Mary Donker Syvertsen at 10:03 AM

II. Roll Call

A. Dr. Tim Hobbs

B. Mary Donker Syvertsen

C. Francis Johnson

D. Colleen Curran

E. Sallye Raymond

F. Mary Sue Stages —Accountant

G. Staff

H. Jessica Thornhill and Jack Miller – Attorneys

Absent Members – Faith Miller and Suzanne Schwing

III. Francis Johnson motioned to amend agenda

Colleen Curran 2nd the motion

All approved

IV. Dr. Tim Hobbs motioned to approve a cost of living adjustment for the Executive Director

Sallye Raymond 2nd the motion

All approved

V. Oath of office for new members and reappointed members

VI. Dr. Tim Hobbs motioned to accept the minutes as written

Francis Johnson 2nd the motion

All approved

VII. Treasurer’s Report and the Budget- Mary Sue Stages

A. Statement of Activities

1. Total income- $429,000

2. Board expenses- $4,800

3. General Administration- $73,000

4. Professional services- $58,000

5. Salary and benefits- $168,000

6. Other expenses - $10,000

7. Net income $129,000

B. Dr. Tim Hobbs motioned to set aside $150,000 for emergency funds

Sallye Raymond 2nd the motion

All approved

C. Projected Budget for 2013 -2014, next year (Expenses)

1. Financing $452,850

2. Salaries $233,002

3. Operating $85,450

4. Professional services $117,575

5. Expenses total $453,527

Sallye Raymond motioned to adopt budget with correction on page 3 for reservation of funds balance restrictions of net assets

Dr. Tim Hobbs 2nd the motion

All approved

VIII. Executive Director Report

A. Update on 3/31 renewal season

B. Purging files – Lapsed / Expired

C. Website update

D. 5 complaints – All have been addressed and 4 have been completed & closed out

E. LASERS – Employers portion annual increase effective 7/1/13 from 29.1% to 31.3%

IX. Guest speaker- Lori Ohlmann - NCBTMB

A. Still offer same 2 exams

X. Francis Johnson motioned to take a ten minute break @ 11:05 AM

Dr. Tim Hobbs 2nd the motion

All approved

XI. Mary Donker Syvertsen called the meeting back to order at 11:15 AM

XII. Legal Matters

A. Conflict of interest / Code of Ethics for Board Members www.ethics.state.la.us

B. Anything that board votes on

C. Prohibiting income – may only receive per diem for work on board

D. Privacy Matters – Proper disposal of board meeting documents

XIII. Dr. Tim Hobbs motioned to amend the agenda to go into executive session towards the end to meeting

Sallye Raymond 2nd the motion

All approved

OLD BUSINESS

I. Rules update

Working on the summary report to prepare for publishing – will not be published until after June

II. LA Institute of Massage Therapy

A. Francis Johnson abstained from discussion about the LA Institute of Massage Therapy

B. Jack Miller- Transcript hours do not equal LA state law educational requirements (30 hours short). LA Institute of Massage Therapy is working to update the transcript. What position should the board staff take in handling the transcript that has been submitted during this time period in reference to the number of hours on the transcript?

Sallye Raymond motioned that the student be given a provisional license with the stipulation that she takes 30 hours required within 30 days.

Colleen Curran 2nd the motion

Not approved

3. Sallye Raymond motioned that the students be given a provisional license for 90 days as long as the hours required are taken within this time frame. 30 hours required in this particular case.

Colleen Curran~~t~~ 2nd the motion

Three (3) approved - Francis Johnson abstained from voting

This motion will be a policy for students from this school with this transcript issue.

III. Continuing Education

A. Types of programs to be required for CEs – brick & mortar vs. home study online

Sallye Raymond motioned to continue the continuing education as the law requires.

Colleen Curran 2nd the motion

Jessica Thornhill - Continuing education for Massage Therapy is actually in the Rules.

Sallye Raymond- Just for clarification, what is exactly written in the rules?

Chapter 37.

Continuing Education

§3701.

Requirements for Massage Therapists

A.Each licensed massage therapist shall complete a minimum of 12 hours each year of continuing education units (CEUs) approved pursuant to §3703 of this Chapter.

B.The continuing education requirement set forth in Subsection A of this Section shall not apply during the first 12 months after a massage therapist is first licensed in Louisiana. The continuing education requirement shall apply to the licensee for every year of licensure thereafter.

C.Definition

One Hour of Continuing Education — no less than 50 uninterrupted minutes of instruction, with no credit to be given for introduction of the speaker, meal breaks or business meetings. Sessions of less than 50 minutes but more than 30 minutes shall be counted as 1/2 hour. Instructional sessions of less than 30 minutes shall be disregarded for purposes of counting CEU credits. On line or home study courses may be considered in compliance with this requirement if verification of completion of the course is furnished to the board.

D.Presenters/moderators/instructors of courses shall not receive credit for courses they present.

E.Failure of the licensee to satisfy the requirements of this Rule shall be in violation and shall subject the licensee to disciplinary actions pursuant to these rules.

F. A licensed individual who is serving on active duty in the United States Armed Forces shall be entitled to apply for a waiver of the CEU requirements during the period of such service and the board shall have the authority to grant such a waiver.

All approved

NEW BUSINESS

I. Continuing Education

A. Non-standard program applications

1. Sallye Raymond motioned to approve course taken for C.E. submitted by therapist

Colleen Curran 2nd the motion

Three (3) Approved One (1) Abstained

2. Francis Johnson motioned to approve course taken to be used as C.E. credits

Colleen Curran 2nd the motion

Three (3) Approved One (1) Abstained

II. Sallye Raymond motioned to amend the agenda to go into executive session

Colleen Curran 2nd the motion

All approved

A. Dr. Tim Hobbs motioned to go into executive session at 12:45 PM

Colleen Curran 2nd the motion

All approved

B. Francis Johnson motioned to come out of executive session at 1:30 PM

Colleen Curran 2nd the motion

All Approved

III. Sallye Raymond motioned to allow April Harris to pursue her massage license

Colleen Curran 2nd the motion

Three (3) Approved One (1) Abstained

Sallye Raymond motioned to take a 10 minute break @ 1:35 PM

Colleen Curran 2nd the motion

All approved

Suzanne Schwing – CIO entered the meeting at 2:20 PM

Mary Donker Syvertsen called the meeting back to session at 2:35 PM

IV. Suzanne Schwing motioned to appoint Sallye Raymond to take over the role of secondary review of C.E. applications to determine if approved or not

Colleen Curran 2nd the motion

All approved

V. Continuing Education

A. Suzanne Schwing motioned to disapprove Energy Medicine 101 &102

Dr. Tim Hobbs 2nd the motion

All approved

B. Suzanne Schwing motioned to not accept “Teaching Prenatal Partner Massage”

Sallye Raymond 2nd the motion

All approved

C. Suzanne Schwing motioned not to accept application “Professional Ethics for Massage Therapy and Bodyworkers 6th ed. Revised 2013”

Sallye Raymond 2nd the motion

All approved

VI. FSMTB

A. Annual membership renewal

Suzanne Schwing motioned to renew membership

Sallye Raymond 2nd the motion

All approved

B. Delegate to attend FSMTB meeting October 10-12, 2013

1. Suzanne Schwing motioned to send Mary Donker Syvertsen as the delegate Dr. Tim Hobbs 2nd the motion

All approved

2. Suzanne Schwing motioned to send Rhonda McManus to FSMTB meeting in Baltimore, Maryland

Dr. Tim Hobbs 2nd the motion

All Approved

3. Dr. Tim Hobbs motioned Colleen Curran be provided with funding to go to the national conference provided our budget allows it

Sallye Raymond 2nd the motion

All approved

VII. Contracts – Up for renewal 1 year terms

Jack Miller expires 6/30/2013 50k $175 per hour

Mary Sue Stages expires 6/30/2013 20K $225-$275 per month

Advance Invest Tech expires 6/30/2013 20k $40 per hour with 4 hour minimum

JLH Networking expires 6/30/2013 20k $90 hour

Doug Allen expires 6/30/2013 20k $85 hour

A. Suzanne Schwing motioned to approve Legal, CPA, Investigator and IT contracts as stated

Sallye Raymond 2nd the motion

All approved

B. Suzanne Schwing motioned to allow Doug Allen’s contract to expire

Sallye Raymond 2nd the motion

All approved

VIII. Application for Licensure

Dr. Tim Hobbs motioned to approve application of Cheri Steverson based on reciprocity clause

Colleen Curran 2nd the motion

All approved

IX. Sallye Raymond motioned to table #5 and #6 on the agenda until next meeting

Colleen Curran 2nd the motion

All approved

X. Suzanne Schwing motioned to raise Rhonda McManus salary by 2.5% effective on her anniversary date

Sallye Raymond 2nd the motion

All approved

XI. Suzanne Schwing motioned to adjourn meeting at 4:02 PM

Sallye Raymond 2nd the motion

All approved