

**LOUISIANA BOARD OF MASSAGE THERAPY
NOVEMBER 12, 2010
OPEN BOARD MEETING
12022 PLANK ROAD
BATON ROUGE, LOUISIANA 70811**

This meeting was called to order at 10:11 am by Mary Donker-Syvertsen.

Present were Tina Elwood, Mary Donker-Syvertsen, Suzanne Schwing, Julianne Menn, Faith Miller, and Donna Laseter. Billy Belsom, Dennis Maciasz, Leslie Hill, and Rhonda McManus, and Mary Sue Stages, as well as representatives of the public were also present.

All members took an oath of office led by Ms. McManus.

Ms. Elwood made a motion to dispense with the reading of the minutes from the past two public meetings, and to approve them as they stand. Ms. Schwing seconded the motion. All Board members voted to approve. Ms. Miller and Ms. Laseter abstained.

REPORTS

The Treasurer's report was presented by Mr. Maciasz, CPA. The Balance Sheet and Cash Basis Statement of Revenue and Expenses dated 10/31/2010 was presented by Mr. Maciasz. Questions and clarifications were discussed by the Board and CPA. In response to recommendation by the Board's CPA, Ms. Menn moved and Ms. Elwood seconded the motion to make per diem payments non-employee compensation vs. employee compensation retroactive to 1/1/10. Our CPA will reimburse withheld taxes for this period to the Board members, who will receive a 1099 at beginning of 2011. All approved.

The Executive Director report was presented by Rhonda McManus. All Board reporting requirements are currently up to date with the IRS.

The May - October exam pass rate is 97%, with 212 LMT's licensed after testing since May 2010. Quarterly prorated license fee for first time licensees has been established for LMT's but not for establishments.

On 10/29/10 the new LBMT website and data base went online. LABMT.ORG is the site address. To date, 24 LMT's have renewed or purchased licenses online.

Our funds have not allowed for hiring of a new employee, so we have continued with the Snelling contract which costs LBMT about half the expenses of a direct full-time employee. In 2011 Ms. McManus will begin the interview process for a new administrative assistant.

Ms. McManus has scheduled a call with an IRS Revenue Officer next week to work out a plan regarding civil penalties and interest from LBMT's past tax filing and payment deficiencies. Mr. Belsom explained the civil penalties are due to the repeated behaviors of the Board's IRS responsibilities from early 2003 through May 2010. Ms. Menn motioned and Ms. Elwood seconded the motion to authorize our Executive Director to pay unpaid taxes, penalties, interest to the IRS and negotiate civil penalties on behalf of the Board. All approved. The Board is current on current IRS obligations starting May 2010.

Kirk Menard, of Advanced Investigative Technologies, LLC presented his company's services and answered questions. Ms. McManus will submit a schedule of annual site visits to AIT. The Board CIO will be in ongoing communication with AIT representatives regarding their visit schedule and findings. Ms. Schwing requested Board members receive a copy of the investigation report, criteria or guidelines that are based on our practice act, rules and regulations. Members of the public requested that our intent to do site visits be posted so establishments have advance notice. Mr. Belsom explained sites will not be notified in advance of visits so that regular practices will be observed. Board will give counseling and opportunities to meet requirements to establishments who are found out of compliance, unless a serious infraction requiring notification of a local District Attorney is indicated. Mary explained the Board's intent and obligation to protect the public. AIT requested a letter from the Board to present to any site upon arrival at a visit so that the site personnel can verify AIT's authority to conduct the visit. This letter will be reviewed by Board members before being submitted to AIT.

Mary Sue Stages, CPA gave the annual audit report. This report is available to the public at the LA legislative auditors website or upon request for viewing at the Board office.

Ms. Elwood motioned and Ms. Menn seconded the motion for break at 11:44. All approved.

The meeting re-adjourned at 12:00 with initial Board members, staff, and legal consultant still present.

Sally Hacking with the Federation of State MT Boards presented the history and purpose of the FSMTB. They would like our Board to renew membership, even to participate without membership fee, if a hardship grant is appropriate. One representative from the LBMT would be able to attend the annual meeting at no cost. The FSMTB has launched a cross-state disciplinary data base, and our Board would have no cost to access data. Also have cross-state schools data base. Ms. Hacking requested a letter from the Board requesting to appeal the 8/20/2010 Board vote for withdrawal based on today's additional information. Ms. Menn motioned and Ms. Laseter seconded the motion to repeal our vote and remain involved. Public members encouraged the Board's involvement to raise our professional mission. All approved.

Feb 18, May 20, August 19, November 4, 2011 are new meeting dates. Ms. Elwood motioned and Ms. Schwing seconded the motion to approve these dates. All approved.

Past treasurer Jan DeBenedetto has rotated off the Board. Ms. Schwing and Ms. Elwood were nominated. Ms. Elwood was elected treasurer.

Board members are to email all other members the officer job descriptions they recently researched as new officers will be elected during the February 2011 meeting to remain in keeping with our legislated requirements.

Discussion of cash to be put aside in Certificates of Deposit for unexpected expenses will be delayed until next Board meeting. Will revisit in February 2011 meeting after year-end accounting is completed.

Ms. Elwood motioned and Ms. Schwing seconded the motion to enter into Executive Session at 1:35pm. All approved. The Board came out of Executive Session at 3:13pm. The LBMT quarterly Board Meeting ended at 3:13pm.