

## LOUISIANA BOARD OF MASSAGE THERAPY -

**Monday August 29, 2022 - Open Board Meeting – TIME: 10:00am**

### **PLACE:**

Jones Creek Regional Branch Library  
6222 Jones Creek Road, Meeting Room 1  
Baton Rouge, LA 70817

**Call to Order by Kathie Lea at 9:36 am**

**Roll Call P=Present A=Absent**

### **Members:**

Kathie Lea: Chairperson	<u>P</u>
Casey Little: Treasurer	<u>A</u>
Jim Steele: Chief Investigating Officer	<u>P</u>
Rosemary Wilkinson: Secretary	<u>P</u>
Karla Swacker	<u>P</u>
Donna Green	<u>P</u>
Sheri Morris: Attorney	<u>P</u>
James Raines: Attorney	<u>A</u>
Mary Sue Stages: CPA	<u>P</u>
Tricia Thibaut, Executive Director	<u>P</u>
Aubry Leiva: Executive Assistant	<u>P</u>
Chandra Wiley:	<u>P</u>

### **Business:**

1. Approval of Meeting Minutes from June 10,2022 board meeting
  - a. Meeting minutes approved with revisions.  
Motedioned by Karla Swacker and seconded by Donna Green, no board members opposed.
2. Mary Sue Stages, Board contracted CPA, presented the board with resolutions to Adopt the Louisiana Attestation Questionnaire for the years ending June 30,2021 and June 30,2022 respectively
  - a. Karla Swacker motioned to approve this with revision stating that current board members and office staff were not in place during the time period audited, that the information submitted is correct to the best of the board and staff member's knowledge. This revision will also change the date adopted to August 29, 2022.
  - b. Motion seconded by Rosemary Wilkerson. No board members opposed.
3. Deliberation pertaining to Li Ma and Shambala
  - a. Jim Steele, CIO, was recused from this vote
  - b. Motion to approve the facts and findings by Karla Swacker and seconded by Donna Green. No board members opposed
4. Contact Review
  - a. James R. Raines, Breazeale, Sachse & Wilson

- i. Karla Swacker motioned to approve this contact starting July 1, 2022. This was seconded by Jim Steele. No Board members opposed.
    - b. Chairperson, Kathie Lea motioned to amend this agenda to add check review of Mr. Raines' April and March 2022 invoices. Seconded by Donna Green
- 5. Executive Director Report
  - a. Office Move
    - i. Motion to allow board office staff to make final decision on new office location made by Jim Steele.
    - ii. Motion to submit the properties of 7911 Wrenwood and 9619 Interline Ave to the Division of Administration for their approval by Karla Swacker. Motion seconded by Rosemary Wilkerson. No board members opposed
  - b. Change of November 4<sup>th</sup> Board Meeting
    - i. October 24, 2022 and October 31, 2022 were requested by the board members as alternate dates, pending Mr. Raines availability.
- 6. Kathie Lea moved to amend agenda for CIO to discuss updates on Law Enforcement involvement. Motioned by Karla Swacker, seconded by Donna Green. No board members opposed.

**Adjournment**

**Motion to adjourn meeting at 10:44 by Karla Swacker and seconded by Kathie Lea. Motion carried unanimously**

<sup>1</sup>Public Comment Policy –Public comments are limited to five (5) minutes per agenda item with the Board's discretion to allow more time if needed.

<sup>2</sup>The Louisiana Board of Massage Therapy reserves the right to enter into Executive Session, if needed, in accordance with LA R.S. 42:16, 42:17, and La. C.E. art. 506.

In accordance with Americans with Disabilities Act, if you need special assistance regarding the meeting, please contact the Louisiana Board of Massage Therapy at 225.756.3488 or at [admin@labmt.org](mailto:admin@labmt.org).