

Louisiana Board of Massage Therapy
Meeting Minutes
February 14, 2014

I. Call to Order

Mary Donker Syvertsen called to order the regular meeting of the LBMT at 10:00 AM on February 14, 2014 at the Louisiana State Archives, 3851 Essen Lane, Baton Rouge, LA 70809.

II. Roll Call

The following persons were present:

Shari Harter

Linda Strickland

Dr. Tim Hobbs

Mary Donker Syvertsen

Colleen Curran

Sallye Raymond

The following persons were absent:

Faith Miller

III. Approval of minutes from last meeting

Colleen Curran motioned to approve the minutes as written from the last meeting.

Dr. Tim Hobbs 2nd the motion.

Linda Strickland abstained, everyone else approved.

The minutes were approved as written.

IV. Oath of Office

Performed by Mary Donker Syvertsen.

Linda Strickland – New Member

V. Financials

Treasurer Report: Treasurer was absent. Board was asked to review financials in the Board Package prepared by the board's CPA.

Dr. Tim Hobbs asked Rhonda if there was anything obvious that she would have us look at.

Rhonda stated she had reviewed and balanced the accounts and they look good to her.

VI. Budget Suggestions

A. Mary Donker Syversten called for suggestions of anything they want put in the budget.

1. Dr. Hobbs motioned - Increase the Investigation Budget from \$5,000 to \$20,000 which will allow more random inspections. 2nd by Sallye Raymond. All approved.

2. Rhonda McManus requested an Annual Cost of Living Increase for office staff. Shari Harter motioned to allow for a cost of living increase annually for staff as long as the budget allows. Colleen Curran 2nd the motion. All approved.

3. Linda Strickland motioned - Add expenses to enable members, to travel out of state for National Conventions as long as funds are available and according to State Travel Guide. 2nd by Sallye Raymond. All approved.

4. Linda Strickland motioned - Allow for hotel stays for Board Meetings and Emergency Expenses according to State Travel Guide. Sallye Raymond 2nd the motion. All approved.

VII. Executive Director Report

Renewals are from January 1st - March 31st. We are averaging 89 renewals per week. We have 30 working days left in renewal season. Encourage everyone you know to renew. 4 complaints since the last meeting. All have been addressed.

VIII. Old Business:

A. Human Trafficking Committee Report

The committee reported on the issues addressed in the meeting and the board voted on their recommendations.

1. Linda Strickland motioned to accept the following disciplinary procedure for addressing complaints:
 - a. Inspect and Deliver or send a Cease and Desist Letter to the violator and the authorities.
 - b. Receive second complaint; send a Cease and Desist Letter with stronger language to the violator and to the authorities.
 - c. Third complaint or knowledge of therapist/establishment continuing to violate - Go before the Board to ask if they would like to seek an injunction as long as legal counsel has the proper evidence.

Colleen Curran 2nd the motion. All Approved.

2. Posting of Disciplinary Actions on the Website:

Rhonda McManus stated the committee's general consensus was to post disciplinary actions and cease and desist notices on the website. For example, if we post, it would be a disciplinary link and would include: the Name, Date Issued, and Scanned Documentation. The posting of cease and desist notices would include the name of the violator and whether the violation had been rectified or not. The other boards such as LPN'S do post things of this nature. If approved, the next step would be to get pricing and present it to the board.

Sallye Raymond motioned for Rhonda McManus to get the pricing needed for Disciplinary Actions and the Cease and Desist Notices to be posted on the website.

Linda Strickland 2nd the motion. All Approved.

B. Falsifying Applications

Rhonda McManus updated the board as requested with the information she received from the Board of Regents. The school involved had a representative, Dekenya Douglas, present at this meeting. Ms. Douglas stated "We have addressed the issues. The person involved is no longer with our company. We also no longer use the Notary that was involved. We appreciate the "Board's Consideration."

C. Legal

1. Public Records Exception

Dr. Tim Hobbs motioned the Louisiana Board of Massage Therapy would like to add an exception for themselves to the public records law of the State of Louisiana (La. R.S. 44.1). Motion 2nd by Linda Strickland. All approved.

IX. New Business:

1. Officer Elections:

Chairman: Nominated: Mary Donker Syvertsen – Mary accepted – All Approved

Vice Chairman: Nominated: Linda Strickland – Linda Accepted – All Approved

Treasurer: Nominated: Faith Miller - All Approved

Secretary: Nominated: Shari Harter – Shari accepted – All Approved

CIO: Nominated: Sallye Raymond - Sallye accepted – All Approved

CEU Reviewer: Nominated: Sallye Raymond – Sallye accepted – All Approved

2. Applications:

A. Leia Walshaw

Sallye Raymond motioned to accept the application.

Colleen Curran 2nd the motion. All Approved.

B. Fees

Jessica Thornhill suggested we enter into Executive Session.

Linda Strickland motioned to enter into Executive Session.

Dr. Tim Hobbs 2nd the motion. All Approved.

Sallye Raymond motioned to come out of Executive Session.

Linda Strickland 2nd the motion. All Approved.

Sallye Raymond motioned to support the Staff Policy on Fees and the non-refundable fees on licenses and applications.

Linda Strickland 2nd the motion. All Approved.

3. Legal

Linda Strickland Motioned to Table the Felony Convictions Revision of La. R.S. 37:3556 (4) & (5) and LAC, Title 46, Part XLIV, §5501, (E).

Colleen Curran 2nd the motion. All Approved.

4. Formal Hearings

A. Aha! Massage Clinic—Cancelled

B. Natural Touch - Cancelled

X. Dr. Tim Hobbs motioned to amend the agenda for litigation update.

Linda Strickland 2nd the motion. All approved.

XI. Sallye Raymond motioned to enter Executive Session.

Linda Strickland 2nd the motion. All Approved.

XII. Sallye Raymond motioned to come out of Executive Session.

Linda Strickland 2nd the motion. All Approved.

XIII. Sallye Raymond motioned to adjourn for lunch @ 12:15 pm.

Linda Strickland 2nd the motion. All Approved.

XIV. Mary Donker Syversten called the meeting to order @ 12:43 pm.

XV. Sallye Raymond motioned to enter into Executive Session

Colleen Curran 2nd the motion. All Approved.

XVI. Sallye Raymond motioned to come out of Executive Session.

Colleen Curran 2nd the motion. All Approved.

XVII. Sallye Raymond motioned to adjourn the meeting @ 12:47 pm.

Linda Strickland 2nd the motion. All Approved.

Minutes submitted by: Shari Harter, Secretary

