



Oregon

Theodore R. Kulongoski, Governor

Board of Massage Therapists

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BOARD MEETING MINUTES

January 18, 2008

Attendance

Board Members:

Stephanie Manriquez, LMT, Chair
Jordan Barton, LMT, Vice-Chair
Jeanna Catalano, LMT
Jackie Kern, Public Health Member
R. Craig McMillin, Public Member
Kathy Calise, Public Member

Staff:

Patty Glenn, Executive Director
Diana Nott, Enforcement Coordinator

Public: Lisa Barck Garofalo Valerie Mays Sara Gregg

Call to order

Barton called the public meeting to order at 10:06 am. Role Call was performed. **Barton, Kern, McMillin and Calise were present by telephone. Catalano was present. McCal was excused. Manriquez arrived via telephone at 10:15.**

- 1) **Approve Agenda - Kern moved** to approve agenda. **In favor: Kern, Calise, Barton, McMillin and Catalano Opposed: None. Motion carried.**
- 2) **Approve November 30, 2007 Minutes – Kern moved** to approve the November 30, 2007 meeting minutes as presented. **In favor: Kern, Calise, Barton, McMillin and Catalano Opposed: None. Motion carried.**
- 3) **Public Forum** – Lisa Barck Garofalo with Oregon School of Massage introduced new staff to the Board. Sara Gregg is the new Director of Education and Valerie Mays is the new Admissions Coordinator. **Glenn** explained to the public that the reason this meeting was a conference call was due to the short agenda, the audit in progress and weather. The Board thanked the public for attending.
- 4) **Report of Executive Director -**
 - a) **Audit Update: Glenn** shared that the Biennial Audit was in progress. So far everything has gone well. It's been a good learning experience and through the process **Glenn** has learned how to better prepare for the next audit. The auditors have an end of January deadline to get their report back to the Oregon Secretary of State, and this means that the Board should receive a copy of the report in 6-8 weeks.
 - b) **Semi-Independent Report to Governor: Glenn** explained the Board requested an extension on the deadline. With the upgrade to the database, there was a great effort to input all of the data and get that information back out in a valid manner. The merge of the old database with the new made some things difficult, but by the next report it should all be running smoothly. When the report goes out to the Governor's Office, **Glenn** will scan it and forward it to the Board.

5) Committee Updates –

- a) **Exam Committee** - **Nott** explained that the committee did a run through of the changes to make sure everything had a nice flow, made sense and fit reasonably in the time given. The committee will continue with the process at the next meeting at the February 4th meeting.
- b) **Rules Committee** – Jill is back and ready to schedule a meeting. **Glenn** will follow up after the Board meeting.
- c) **Education/Scope of Practice Committee** –**Glenn** stated we are waiting on chair; she will follow up with him and see if he is still interested in chairing that committee.

Kern moved to consider items 8 and 9 before Executive Session. **In favor: Kern, Calise, McMillin, Barton, Catalano and Manriquez. Opposed: None Motion carries.**

EXECUTIVE SESSION -

The Board may enter into Executive Session to discuss certain matters on the agenda pursuant to ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection (legal counsel), ORS 192.660(2)(h) consultation with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed, ORS 192.660(2)(k) to consider information obtained as part of an investigation of a licensee or applicant by a health professional regulatory board and ORS 192.660(2)(i) To review and evaluate the job performance of the Executive Director or staff. Prior to entering into Executive Session, the nature of and authority for holding the Executive Session will be announced.

The Board entered into Executive Session at 10:58 am and returned to Public Session at 11:10 am.

6) Action on Executive Session Items

- a) **Case 546** – **Calise moved** to close the case s No Action Taken. **In favor: Kern, Barton, Calise, McMillin, Catalano and Manriquez. Opposed: None. Motion carried**
- b) **Case 595** – **Kern moved** to issue a Notice of Proposed Action for one (1) violation of OAR 334-030-0025(18) failure to comply with a Board order, for a total civil penalty of \$1,000; and suspend Licensee’s massage license until compliance is met or sufficient arrangements have been made with the Board; and assess against Licensee any costs associated with this action. **In favor: Kern, Barton, Calise, McMillin, Catalano and Manriquez. Opposed: None. Motion carried**
- c) **Case 592** – **McMillin moved** to issue a notice for emergency suspension pending the outcome of the criminal case pursuant to ORS 687.081(3) as the Board determines that Licensee’s continued practice constitutes a serious danger to the public. **In favor: Kern, Barton, Calise, McMillin, Catalano and Manriquez. Opposed: None. Motion carried**

7) Law Enforcement – Public no public law enforcement cases

8) FSMTB Updates - **Glenn** informed the Board that everything is going well with the MBLEx. They are slowly getting more candidates.

- a) **Correspondence related to NCB exam administration** – FSMTB Became aware in early December that NCB was ceasing to issue authorization to test with the current exam provider. **Kern** asked if it impacted any of Oregon’s examinees. **Glenn** said there was an impact on Oregon applicants, though not as difficult as other states such as New Hampshire.

9) Board Business

- a) **Oath of Non Disclosure** – **Glenn** came across this document and thought it needed to be brought back to life. It’s been used with the Exam Committee members, examiners and now seems appropriate to have Board members sign as well. **Manriquez** said that she thought there was something like this on file with the Governor’s office. **Glenn** said that may be the case, but it most

likely did not apply to the exam specifically and Board office doesn't receive this information from the Governor's office. **Glenn** asked the Board members if there were any concerns. There were none. The Board believes that an oath such as this is standard. The completed form can be brought to the Board at the February meeting.

- b) **2007 Exam Stats** – The board was provided a copy of the 2007 statistics from the Oregon Practical Exam. It is believed that the increase in schools, particularly in the Portland area, has impacted all schools to some degree.
- c) **All Schools Meeting** – If any Board members wish to attend the February 1, 2008 all-schools meeting, please RSVP so that staff has an accurate head count for preparations.
- d) **2009 Legislative Session** – **Glenn** said that nothing has changed since the last report. Information provided at the SIBA meeting indicated that the 2008 session looks to be slated to last four weeks. The issues for this 30 day session appear to be focused at garnering public support for annual sessions. Nothing has come up for 2008 which seems to affect the Board. The 2009 draft is due by April 4th and will be the focus of the first Rules Committee Meeting for resubmission. **Glenn** asked for Board feedback on the previously submitted bill so that she could bring any potential concerns or changes to the Rules Committee.

10) Public Comments – There were no public present.

11) Announcements – No announcements

12) Adjourn Meeting – **Barton** moved to adjourn the meeting. **In Favor: Kern, Barton, Calise, McMillin, McCal and Manriquez. Opposed: None. Motion Carries.** Meeting adjourned at 1:51 pm.