



**WASHINGTON STATE BOARD OF MASSAGE
Business Meeting Minutes**

July 8, 2016 – 9:00 a.m.

On Friday, July 8, 2016, the Board of Massage met at Washington State Department of Health Town Center Two, 111 Israel Road SE, Tumwater Washington. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

Board Members

Nancy Allen, LMP (absent)
Jonathan Arguelles, LMP
Stephanie Dickey, LMP
Reynaldo Guajardo, LMP – Chair
Anthony Sharpe, Public Member, Vice-Chair

Staff Present

Megan Maxey, Program Manager
Blake Maresh, Executive Director
Cece Zenker, Program Support
Christopher Wright, Assistant Attorney General
Brandon Williams, Program Manager Assistant
Joanne Miller, Credentialing Review Supervisor
Crissa Hanson, Credentialing Review Supervisor
Dan Renfro, Project Manager
Debra Puryear-Tainer, Health Services Consultant

Guests

Kamala Andrews	Barbara Helynn-Heard, LMP	Linda Myers
Marybeth Berney, LMP	Wendell Dyck, LMP	Susan Sherman, LMP
Maryann Brathwaite, LMP	Aubrey Lesicki, LMP	Amy Thomason, LMP

OPEN SESSION

1. CALL TO ORDER

The meeting was called to order by Reynaldo Guajardo, LMP, Chair, at 9:00 a.m.

- 1.1 Introductions – The board and staff introduced themselves and Mr. Guajardo went over meeting ground rules.
- 1.2 Approval of the Agenda – The agenda was approved as presented.
- 1.3 Approval of the May 13, 2016 Business Meeting Minutes – The minutes were approved as presented.
- 1.4 Approval of the June 3, 2016 Conference Call Minutes – The minutes were approved as presented.

2. OPEN PUBLIC MEETINGS ACT PRESENTATION

Mr. Maresh gave an overview of public participation laws in chapter 42.30 RCW – Open Public Meetings Act (OPMA). He reported that RCW 42.30.010 requires all public agency meetings, including those of boards and commissions, be conducted openly. The OPMA guarantees the public’s right to attend and observe meetings. He also reported that RCW 42.30.050 states that those who interrupt or disrupt a meeting can be asked or directed to leave.

3. JURISDICTION AND SCHOOL PROGRAM REVIEWS

Friday Harbor School of Massage

- The RBMs recommended approval. The program received board approval.

Still Waters Massage Institute

- The RBMs recommended approval of the change in location. The change in location received board approval.

4. CREDENTIALING REPORT

- 4.1 Joanne Miller, Massage Credentialing Review Supervisor, reported on some basic credentialing statistics.
- 4.2 Crissa Hanson, Credentialing Review Supervisor, reported on implementation of a massage training program project. She reported that massage programs will be tracked in the department’s licensing system. This process will automatically generate re-approval reminder letters and allow the public to look up schools on the department’s healthcare facility credential search.

5. ONLINE LICENSING AND HEALTH WORKFORCE SURVEY PROJECTS UPDATE

Dan Renfroe, Online Licensing Project Manager, provided information regarding the department’s online application project. The goal is to provide an online portal for new license applications and to streamline the application process. This will reduce the amount of time to issue a license which will increase access to care and patient safety.

The goal is to have the implementation complete for all online applications by the first quarter of 2017.

6. RULEMAKING PROCESS PRESENTATION

Mr. Maresh gave a presentation on the background and intent of doing a comprehensive chapter review, the goal of updating the massage rules, the rule development process, a summary of major changes to the draft language, and covered the next steps for the board.

7. RULES

The board continued their review of chapter 264-830 WAC – Massage Therapists and continued to make updates, revisions, and housekeeping amendments.

8. PROGRAM REPORT

8.1 Budget

- Program staff will continue to monitor the program’s budget.
- A fee increase will go into effect October 1, 2016 to address the program’s budget deficits.

- 8.2 Federation of State Massage Therapy Boards (FSMTB) Annual Conference.
 - The board elected to send Tony Sharpe as the voting delegate to the FSMTB 2016 Annual Conference. It is being held in Cleveland Ohio from October 6 – 8, 2016.
- 8.3 Planning for Upcoming Meetings / Future Meeting Agenda Items.
 - Program staff will add the following to September’s meeting agenda
 - Policy review.
 - 2017 board meeting dates.

9. ADJOURNMENT

The meeting was adjourned by Reynaldo Guajardo, LMP, Chair, at 2:30 p.m.

Respectfully Submitted:

Approved:

Megan Maxey, Program Manager

Reynaldo Guajardo, LMP, Chair