On Friday, September 28, 2018, the Board of Massage held a board meeting at the Double Tree by Hilton, 415 Capitol Way N., Capitol Room, Olympia, WA 98501. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

**Board Members**
- Teresea Carson, LMT
- Stephanie Dickey, LMT
- Reynaldo Guajardo, LMT
- Meghann Lawrence, LMT, chair (absent)
- Anthony Sharpe, public member, vice-chair

**Staff Present**
- Megan Maxey, Program Manager
- Kris Waidely, Program Manager
- James Chaney, Executive Director
- Brandon Williams, Program Manager Associate
- Luke Eaton, Assistant Attorney General

**Guests**
- Mark Allen
- Pat Archer, LMT
- Kim Aubuchon, LMT
- Darlene Bartlett
- Robbin Blake, LMT
- Maryann Brathwaite, LMT
- John Cassinerio, LMT
- Jen Chan, LMT
- Tasia Claussen
- Linnea Comstock, PT
- Frida Emalange
- Robert Haase, LMT
- Barbara Helynn-Heard, LMT
- Karen James, LMT
- Melissa Johnson
- Deborah Nimmons, LMT
- Sara Numkena, LMT
- Susan Sherman, LMT
- Lydia Wan

**OPEN SESSION**

1. **CALL TO ORDER – ANTHONY SHARPE, VICE-CHAIR**
   The board meeting was called to order by Anthony Sharpe, public member, vice-chair, at 9:01 a.m.
   1.1 Introductions and Meeting Ground Rules. The board and staff introduced themselves. Mr. Sharpe read the Meeting Ground Rules.
   1.2 Approval of Agenda. The Agenda was approved as presented.
   1.3 Approval of the July 13, 2018, Business Meeting Minutes. The July 13, 2018 Minutes were approved as presented.

2. **SCHOOL PROGRAM REVIEWS – ANTHONY SHARPE, VICE-CHAIR**
   Reviewing board members (RBMs) presented the following school program requests for full board consideration and action:
Bodymechanics School of Myotherapy and Massage – Tumwater and Vancouver campuses.
  o The RBMs recommended approval. A motion was made to approve both locations of Bodymechanics School of Myotherapy and Massage. The motion was seconded and unanimously approved.

Casscade Medical Massage Apprenticeship.
  o The RBMs recommended approval. A motion was made to approve Casscade Medical Massage Apprenticeship. The motion was seconded and unanimously approved.

Institute of Structural Medicine.
  o A motion was made to send a deficiency letter to Institute of Structural Medicine. The motion was seconded and unanimously approved.

West by Northwest School of Massage.
  o The RBMs recommended approval. A motion was made to approve West by Northwest School of Massage. The motion was seconded and unanimously approved.

Zorganics Institute
  o A motion was made to send a deficiency letter to Zorganics Institute. The motion was seconded and unanimously approved.

3. RULES DEVELOPMENT WORKSHOP – MEGAN MAXEY
   The board reviewed comments from the public and worked on the following rules*:
   • WAC 246-830-430 – Training.
   • WAC 246-830-475 – Continuing education requirements.
   • WAC 246-830-550 – Standards of practice—Limitations.
   • WAC 246-830-555 – Breast massage.
   • WAC 246-830-560 – Coverage and draping.
   • WAC 246-830-565 – Recordkeeping.
   • WAC 246-830-570 – Record retention.
     o The board did not make any revisions to this rule. After discussion about record ownership, the board agreed to postpone making any revisions until the November 9, 2018 business meeting. Mr. Eaton and Ms. Maxey will review how other professions address this topic and bring their findings back to the November meeting.
   • WAC 246-830-xxx – Massage of the floor of the perineal region.
     o Title of the rule was amended to “Massage of the gluteal cleft and perineum.”

* Draft language can be found on the Massage Therapist Rules in Progress webpage (www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/MassageTherapist/RulesinProgress)

4. PUBLIC COMMENT
   Members of the public who indicated an interest in speaking shared comments during this time.
6. **CREDENTIALING REPORT – JOANNE MILLER**
Ms. Miller provided the board with some basic credentialing statistics.

7. **2019 MEETING DATES – MEGAN MAXEY**
The board set the following dates and locations for its 2019 business meetings:
- January 11 – Kent
- March 8 – Tumwater
- May 3 – Everett
- July 19 – Spokane
- September 6 – Yakima
- November 1 – Vancouver

8. **NEWSLETTER – MEGAN MAXEY**
Board members reviewed the draft newsletter and approved it for publication.

9. **PROGRAM REPORT – MEGAN MAXEY**
   9.1 **Budget**
   Ms. Maxey provided the budget report for July 01, 2017 – August 31, 2018. Mr. Chaney reported that the board could consider holding their meetings at department facilities in Kent and Tumwater to save money.

   9.2 **Planning for Upcoming Meetings / Future Meeting Agenda Items.**
   After discussion about the budget, the board requested to discuss changing the 2019 meeting locations to Department of Health facilities in order to save money.

10. **ADJOURNMENT* – REYNALDO GUJARDO, LMT**

    **MOTION:** The motion was made to adjourn the meeting at 2:30 p.m. The motion was seconded and approved.

    Respectfully Submitted:                              Approved:

    Megan Maxey, Program Manager                        Reynaldo Guajardo, LMT

* Prior to the public comment period, Mr. Sharpe announced that he would be leaving early. He appointed Mr. Guajardo to finish chairing the meeting.