



**Alaska Board of Massage Therapists – March 18, 2024 – Regular Board Meeting**  
Alaska Division of Corporations, Business and Professional Licensing

Time: March 18, 2024 12:30 PM Alaska

**Attendance**

**Board Members:**

Annetta Atwell, Licensed Massage Therapist

Kelli Shew, Licensed Massage Therapist

Julie Endle, Public Member

Emily Foster, Massage Therapist

**DCBPL State of Alaska Staff:**

David Edwards-Smith, Occupational Licensing Examiner

Sylvan Robb, Executive Director

Reid Bowman, Program Coordinator II

Jennifer Summers, Senior Investigator

Chase Evans, Investigator

**Public Attendance:** Jill Motz, Ashley Hernandez,

1. **Roll Call - 9:00 AM**

Board Members Present: Annetta Atwell, Julie Endle, Kelli Shew, Emily Foster

2. **Review/Approve Agenda**

**A motion made by Julie Endle, seconded by Kelli Shew, and passed with unanimous roll call vote; it was RESOLVED to APPROVE the minutes.**

3. **Ethics Review/Disclosure**

Chair Atwell requested the board disclose any ethics concerns for the record. No disclosures were presented.

4. **Public Comment 12:35**

Jill Motz informed the board she serves as the legislative liaison for the American Massage Therapy Association Alaska Chapter. Ms. Motz recommended that the board issue a letter of support the Board of Massage Therapists pending sunset bill.

Public comment closed at 9:41

## 5. Administrative Business

### Correspondence

The boards review of correspondence resulted in a discussion of the current regulations that define cardiopulmonary resuscitation certification course requirements. The board determined that the regulation definition that states coursework that is equivalent to the American Red Cross, American Heart Association, American Safety and Health Institute needs further clarification. The board will research CPR education programs and will discuss a potential regulation project in the next board meeting.

### Previous Minutes

Chair Atwell asked the board for any amendments to the minutes of January 18 and February 7. No amendments were stated.

**A motion made by Julie Endle, seconded by Kelli Shew, and passed with unanimous roll call vote; it was RESOLVED to APPROVE the agenda.**

### Federation of State Massage Therapy Boards Membership

*Chair Atwell invited discussion on the continued membership with the FSMTB. The consensus of the board is that continuing membership is the best interest of the Board of Massage Therapists.*

**A motion made by Emily Foster, seconded by Kelli Shew, and passed with unanimous roll call vote; it was RESOLVED to APPROVE the 2024 membership of the FSMTB.**

### Board Meeting Schedule

The Board agreed to the following scheduled board meeting dates for 2024:

**June 10 (Video Conference), September – 9 (Anchorage), December – 5<sup>th</sup> (Video Conference)**

### Application Review Schedule

Chair Atwell directed discussion of the current bi-weekly schedule for application review. The board discussed the opportunity to further decrease wait times in the licensing process. OLE Edwards-Smith asked for consideration of a weekly review. The board consensus was to go forward with a weekly review for a trial period until the next board meeting.

### Fee Analysis

Chair Atwell spoke to the fact that a fee analysis has been on hold since the covid pandemic. A fee analysis is scheduled to take place in December of 2024. Licensing fees are expected to increase.

## 6. Investigations

### A. Investigative Report

Investigator Chase Evans presented the current investigative report that consists of a total of 13 open cases and 2 closed cases. The board did not have any questions on this report.

### B. Executive Session

**In a motion made by Julie Endle, seconded by Emily Foster, and passed with unanimous roll call vote, it was RESOLVED to enter EXECUTIVE SESSION in accordance with AS 44.62.310(c), and Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.**

**In a motion made by Julie Endle, seconded by Emily Foster, and passed with unanimous roll call vote, it was RESOLVED to APPROVE the CONSENT AGREEMENT for Dorian Gray Porter case 202-000098.**

## 7. Tabled Application Review Sachi Cote

Julie spoke to the concerns of the difference in education hours from the original transcript submission to that of an updated transcript submission. The new submission from the massage school Sachi attended included an additional 4 hours of education. These extra hours being added to a transcript helped to fulfill the requirements she needed for licensure. The original transcript was 621 hours and the second transcript received was 625 hours.

Sachi explains that her concerns were legitimate. There was an error in the transcript and spoke to the fact that all records are maintained by hand. She reported that she did complete more hours than what was required in the school. She completed private sessions to meet the requirements.

**A motion made by Julie Endle, seconded by Emily Foster, and passed with unanimous roll call vote; it was RESOLVED to APPROVE the application of Sachi Cote pending the documentation of a letter of explanation from the school regarding the additional four hours of education.**

*ALJ Kennedy Joins the meeting to present the voluntary surrender case# 2023-000959 at 11:34 and is off record at 11:41*

## 7. Voluntary Surrender Case Review Investigations - Case # 2023-000959 - Voluntary

The board reviewed the case information that was provided by Investigator Kendra Wardlaw. Chair



Atwell asked the board after their review of the case documentation if there was any discussion. No board members presented any discussion matters.

**A motion made by Julie Endle, seconded by Emily Foster, and passed with a roll call vote; it was RESOLVED to ACCEPT the voluntary surrender of case# 2023-000959.**

**Julie Endle: Yes**

**Emily Foster: Yes**

**Kelli Shew: Abstain**

### **8. CPR Certification Requirement Clarification Discussion**

Chair Atwell initiate the discussion of the need for the board to address the current regulatory language CPR requirement of initial and renewing applicants. Current regulation refers to the boards acceptance of education providers that are equivalent to the American Red Cross, American Heart Association, American Safety and Health Institute, or an equivalent organization. She directed to board to the necessity of this equivalency needing to clarification. Chair Atwell asked for a board member to be tasked with research of the CPR requirements of other states. Emily Foster volunteered to work on this research that she will bring back to the board for review at the next meeting. OLE Edwards-Smith suggested that the board ask the FSMTB to complete this research as well through a roll call vote.

**A motion made by Julie Endle, seconded by Emily Foster, and passed with a roll call vote; it was RESOLVED to ACCEPT the direct the FSMTB to provide research information of member state CIR requirements in massage therapy licensing and license renewal.**

### **9. Application Review – Josh Hawley**

In a motion made by Julie Endle, seconded by Emily Foster, and passed with unanimous roll call vote, it was RESOLVED to enter EXECUTIVE SESSION in accordance with AS 44.62.310(c), and Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.

*Off record at 12:11, On Record at 12:23*

**A motion made by Julie Endle, seconded by Emily Foster, and passed with a roll call vote; it was RESOLVED to APPROVE the application for Josh Hawley.**

*Adjourn at 12.35*