



Washington State Board of Massage

Business Meeting Agenda
May 3, 2024 | 9:00 a.m.

Physical location

Department of Health
Town Center 2 – Room 153
111 Israel Rd. S.E.
Tumwater, WA 98501

Join the meeting.

Or call in (audio only) Phone #:12532158782
Phone conference ID: 88681049843#

Board Members

Chimere Figaire-Correa, LMT, Chair
Lynna Fuller, LMT, Vice Chair
Heidi Williams, LMT
Sherise Gueck, LMT, massage educator
Whitney Smith, LMT

Program Contact

Devin Brooks, Program Manager
massage.therapy@doh.wa.gov

Open Public Meetings Act

This meeting is being held as a hybrid meeting in accordance with [RCW 42.30.030](#) in which the public has the option to observe and participate in the meetings of governing bodies through either real-time remote access or physical attendance at a set location.

Times and Order

The meeting will begin at TIME on May 3, 2024. The meeting will continue until all agenda items are complete. This agenda schedule may change, and items may not be taken in order of the agenda.

Comments from the public in attendance may be solicited after each agenda item.

Accessibility

See the last page of the agenda for information on meeting accessibility for persons with disabilities.

Open Session – 9:00 A.M.

1. Call to Order – Chimere Figaire-Correa, LMT, Chair

- 1.1. Introductions and Meeting Ground Rules.
- 1.2. Approval of the Agenda.
- 1.3. Approval of the March 15, 2024, Business Meeting Minutes.
- 1.4. Approval of the April 12, 2024 Special Meeting Minutes

2. Public Forum

The purpose of the open forum is to provide the public an opportunity to address the board on issues of significance to or affecting massage and that are not related to topics for which a rules hearing was or will be scheduled.

Members of the public who indicate an interest in speaking may share comments at this time. The board may limit the speaker's time based on the number of people interested in speaking.

3. Presentation on Language Access for Massage Licensure Exam- Kimberly Chan and JM Wong.

4. Program Report – Devin Brooks, Program Manager

- 4.1. Budget.
- 4.2. Credential Counts.
- 4.3. Disciplinary Counts.
- 4.4. Rulemaking updates

5. School Program Reviews – Chimere Figaire-Correa, LMT, Chair

Reviewing board members will present school program approval requests for full board consideration.

6. Spokane Board Meeting Retreat- Devin Brooks, Program Manager

The board and program staff will discuss the details of the two-day retreat July 18-19.

7. Future Agenda Items- Devin Brooks, Program Manager

8. Adjournment of Public Meeting – Chimere Figaire-Correa, LMT, Chair

Next Business Meeting

Date: July 18- 19, 2024

Time: TBD

Location: Spokane

Accessibility

This meeting is accessible to persons with disabilities. Special aids and services can be made available upon request. Advance request for special aids and services must be made no later than one week prior to the meeting. If you need assistance with special needs and services, you may leave a message with that request at 800-525-0127 or, if calling from outside Washington State, call 360-236-4052. TDD may also be accessed by calling the TDD relay service at 1-800-833-6388. If you need assistance due to a speech disability, Speech-to-Speech provides human voicers for people with difficulty being understood. The Washington Speech-to-Speech toll free access number is 877-833-6341.



Washington State Board of Massage
Business Meeting Minutes
March 15, 2024 | 9:00 a.m.

The Board of Massage scheduled a board business meeting held in-person at Department of Health, 111 Israel Road SE, Tumwater, WA 98501 and via Zoom on January 19, 2024. Notice was provided in accordance with the Open Public Meetings Act.

Board Members

Chimere Figaire-Correa, LMT, Chair
Heidi Williams, LMT
Lynna Fuller, LMT
Sherise Gueck, LMT
Whitney Smith, LMT

Staff Present

James Chaney, Executive Director
Devin Brooks, Program Manager
Jonathan Chamrad, Program Support
Alyssa Brazil, Administrative Assistant
Kristi Knieps, Assistant Attorney General
Stephanie Vaughn, Policy Analyst
Catharine Roner-Rieter, Staff Attorney

Guests

Amy Twigg
Annika Samuelson
Ashley Hernandez
Betty
Cheree Brodrick
Christina M
Darlene Bartlett
Deedra
Denise
Devin Gombosky
Donald May
Huifen

Julie Onofrio
Karen James
Kathryn
Kristine
Kystal Shope
Laura Pettitt
Leslie Emerick
Louise Markham
Mai Lin Petriner
Nancy
Nicki
Patty Glenn

Rebecca West
Robbin Blake
Richelle Blake
Sean Miller
Shani Hue
Summer Meyer
Suzanne Ropiequest
Therese Livella
Tiffany Steele
Ying

OPEN SESSION – 9:10 a.m.

1. Call To Order – Chimere Figaire-Correa, LMT, Chair

The board meeting was called to order by Chimere Figaire-Correa, LMT, chair, at 9:08 a.m.

1.1. Introductions and Meeting Ground Rules.

The board and staff introduced themselves. Ms. Knieps read the Meeting Ground Rules.

1.2. Approval of the Agenda.

The board reviewed the proposed agenda,

MOTION: A motion was made to remove item number 7 and have Brandon Williams available for questions as it pertains to and supports item number 8. The motion was seconded and passed.

1.3. Approval of the January 19, 2024, Business Meeting Minutes.

MOTION: A motion was made to approve the January 19, 2024, business meeting minutes as presented. The motion was seconded and passed.

2. Public Forum

Members of the public who indicated an interest in speaking provided comments to the board.

Comment shared included:

- Marybeth Berney with WSMTA brought to the attention of the board about storing historical knowledge for new board members and program staff.
- Robbin Blake with WSMTA brought to the attention of the board there wasn't a comment section following item #4, in which they would like to provide feedback to the board.

3. School Program Reviews – Chimere Figaire-Correa, LMT, Chair

Reviewing Board Members (RBMs) presented the following school program requests for full board consideration.

- Twins Rivers Therapeutic Massage Academy
The RBMs recommended to send a letter of deficiency to Twin Rivers Therapeutic Massage Academy.

MOTION: A motion was made to send a letter of deficiency to Twin Rivers Therapeutic Massage Academy. The motion to seconded and unanimously passed.

4. Somatic Education Training Program Review – Chimere Figaire-Correa, LMT, Chair

Board members will review and discuss the application and documentation received from Heart Waves Healing Institute who is requesting to be recognized as an approved somatic education program.

MOTION: A motion was made to deny the Somatic Education Training Program. The motion to seconded and unanimously passed.

5. Overview of school review process: Sherise Gueck, LMT, Massage Educator, & Chimere Figaire-Correa, LMT, Chair

5.1. Ms. Gueck reviewed the school checklist and board members discussed key items.

5.2. Program staff to discuss application intake.

6. Title IV funding – Darlene Barlett, Workforce Training

Ms. Bartlett gave a report on how many schools are affected by Title IV.

6.1. Public Comment

Members of the public were given the opportunity to address the board on this agenda item. There are 15 minutes allotted for public comment.

- There was no public comment given at this time.

MOTION: A motion was made to hold a Special Meeting. The motion was seconded and passed.

7. Second Substitute House Bill 1724, Section 8 – Brandon Williams, Project Manager

Mr. Williams gave a brief overview of options regarding substantial equivalency.

MOTION: A motion was made to keep the Jurisprudence (JP) exam as a requirement. The motion was seconded and unanimously passed.

- **ADDITIONAL STATEMENT FOR CLARITY:** With the decision to keep the JP exam as a requirement, 1724 section 8 is not applicable for the massage program because no state is equivalent per the specific law. No changes from the current procedures have been made.

8. License by Endorsement Rules Workshop – Heidi Williams, LMT, & Sherise Gueck, LMT

8.1. Committee report

Committee members gave a report to the board on the committee meeting.

8.2. The board held a rules workshop on WAC 246-830-035. Licensing by endorsement for out-of-state applicants.

8.3. Committee members scheduled the next meeting to work on finalizing proposed language for licensure by endorsement.

8.4. Public Comment

Members of the public were given another opportunity to address the board on this agenda item. There were 15 minutes allotted for public comment.

- No public comment was given at this time.

9. Draft Newsletter – Lynna Fuller, LMT, Vice-Chair, & Chimere Figaire-Correa, LMT, Chair

- Dr.Fuller presented content and formatting ideas for the Spring Newsletter.

10. FSMTB Annual Meeting – Devin Brooks, Program Manager

Board members discussed selecting delegates to attend the FSMTB 2024 Annual Meeting, held October 3-5, 2024, in Washington D.C.

MOTION: A motion was made to approve two board members and two Department of Health staff members to attend. The motion was seconded and passed.

11. Robert’s Rules of Order & Open Public Meeting Act (OPMA) Presentation – Kristi Knieps, AAG

- Ms. Knieps shared a presentation with the board regarding Robert’s Rules of Order and board best practices.

12. Spokane Board Meeting & Retreat – Devin Brooks, Program Manager

Ms. Brooks gave details to the board regarding their retreat coming up in July 18-19, 2024.

MOTION: A motion was made to confirm a two-day retreat. The motion was seconded and passed.

13. Program Report- Devin Brooks, Program Manager

- 13.1.** Budget.
- 13.2.** Legislative Update.
- 13.3.** Credential Counts.
- 13.4.** Disciplinary Counts.

Cases status	Definition	Number of cases
Adjudication	The legal process used to resolve enforcement matters. It begins with a statement of charges and includes efforts to settle a case before holding a formal hearing.	6

Case Disposition	<p>The process of evaluating evidence from an investigation and making a decision to pursue an enforcement action or to close the case.</p> <p>Of the 25 cases in case disposition status, 12 are pending service (see Pending Service cases below)</p>	25
Compliance monitoring	The process used to monitor a health care professional under a legal order. The health care professional must comply with specific conditions in order to practice. Conditions may include payment of fines, psychological evaluation and treatment, retraining, supervision, etc.	24
Investigation	A process used by trained Department of Health employees to interview people and gather facts about a complaint.	20
Pending Service	A statement of charges, statement of allegation or a notice of decision that has been authorized but no finding of unprofessional conduct has been made, no order has been issued and no sanctions have been imposed.	12
SOA served – awaiting response	<p>The Statement of Allegations (SOA) sets forth the factual allegations against the health care professional and the potential violations of the Uniform Disciplinary Act.</p> <p>The health care professional has 28 days to respond to the service.</p>	2
SOC served – awaiting response	<p>A document that is served on a health care professional notifying them of allegations of violations of the Chapter 18.130 RCW, Uniform Disciplinary Act or other laws or rules that pertain to health care professionals.</p> <p>The health care professional has 21 days to respond to the service.</p>	4

13.5. Office Reorganization Updates.

- Ms. Brooks gave an update on the Reorganization within Department of Health.

13.6. Future Agenda Items

- Special meeting update
- License by endorsement
- Education and training

14. Adjournment of Public Meeting – Chimere Figarie-Correa, LMT, Chair

MOTION: Motion was made to adjourn the meeting at 2:05 P.M. Motion was seconded and passed unanimously.

Next Business Meeting

Date: May 3, 2024

Time: 9:00 a.m.

Location: Department of Health
Town Center 2 – Room 153
111 Israel Rd. S.E.
Tumwater, WA 98501

Submitted:

Approved:

Devin Brooks, Program Manager

Chimere Figaire-Correa, LMT, Chair



Washington State Board of Massage
Special Meeting Minutes
April 12, 2024 | 8:00 a.m.

The Board of Massage scheduled a board business meeting held in-person at Department of Health, 111 Israel Road SE, Tumwater, WA 98501 and via Zoom on April 12, 2024. Notice was provided in accordance with the Open Public Meetings Act.

Board Members

Lynna Fuller, LMT, Vice-Chair
Sherise Gueck, LMT, Massage Educator
Whitney Smith, LMT

Staff Present

James Chaney, Executive Director
Devin Brooks, Program Manager
Jonathan Chamrad, Program Support
Alyssa Brazil, Administrative Assistant
Kristi Knieps, Assistant Attorney General
Stephanie Vaughn, Policy Analyst

Guests

Hayley Aldrich	Leslie Emerick	Shawna Koch	Mai Lin Petrine
Shari Aldrich	Madasen Foster	Craig LaVallee	Laura Pittitt
David Been	Viana Fox	Dari Lewis	Rachel Phipps
Lydia Benson	Gypsy Gitane	Louise Markham	Elizabeth
Marybeth Berney	Devin Gombosky	Christina Mason	Piglowski
Robbin Blake	Jackie Guilbeault	Larae McGehee	Stormy Potter
Maryann	Erin Haden	Victoria McLean	Isaac Robancho
Brathwaite	Andy Hall	Summer Meyer	Carol L Smith
Corky Briggs	Ashley Hernandez	Chelsea Nenno	Dorion Smith
John Casebere	Nichelle Hollmen	Greg Norton	Karyl Taylor
Kim Chen	Ariel Hubbard	Lisa Noste	Anne Warjone
Tonya Co	Karen James	Catherine Oliver	Lise Waugh
Rodney Dwyer	Betty King	Julie Onofrio	Rebecca West
Theron Eirish			Ananda Willet

OPEN SESSION – 9:10 a.m.

1. Call To Order – Lynna Fuller, LMT, Vice - Chair

The board meeting was called to order by Lynna Fuller, LMT, vice-chair, at 8:02 A.M.

1.1. Introductions and Meeting Ground Rules.

The board and staff introduced themselves. Ms. Knieps read the Meeting Ground Rules.

1.2. Approval of the Agenda.

The board reviewed the proposed agenda,

MOTION: A motion was made to approve the special meeting, April 12, 2024, agenda as amended. The motion was seconded and passed.

2. Public Forum

Members of the public who indicated an interest in speaking provided comments to the board.

Comment shared included:

- A comment was made by Marybeth Berney, from WSMTA, shared they fully support the idea of the board raising the minimum number of hours to 750 or even more hours.

3. Education and Training

3.1. The board will determine if increasing the education and training hours required for licensure is appropriate.

MOTION: A motion was made to open a CR101 to increase the education and training hours to 750. Motion was seconded and passed.

4. Education hours received by the applicant vs education hours required by the initial state for licensure.

4.1. The board will discuss their decision on if an applicant's education is deemed substantially equivalent if they have exceeded the hours of education required for Washington State licensure.

The board was informed that per RCW 18-108-095, licensure is tied into the state's requirements.

5. Adjournment of Public Meeting – Lynna Fuller, LMT, vice-chair

MOTION: Motion was made to adjourn the meeting at 9:10 A.M. Motion was seconded and passed unanimously.

Next Business Meeting

Date: May 3, 2024

Time: 9:00 a.m.

Location: Department of Health

Town Center 2 – Room 153

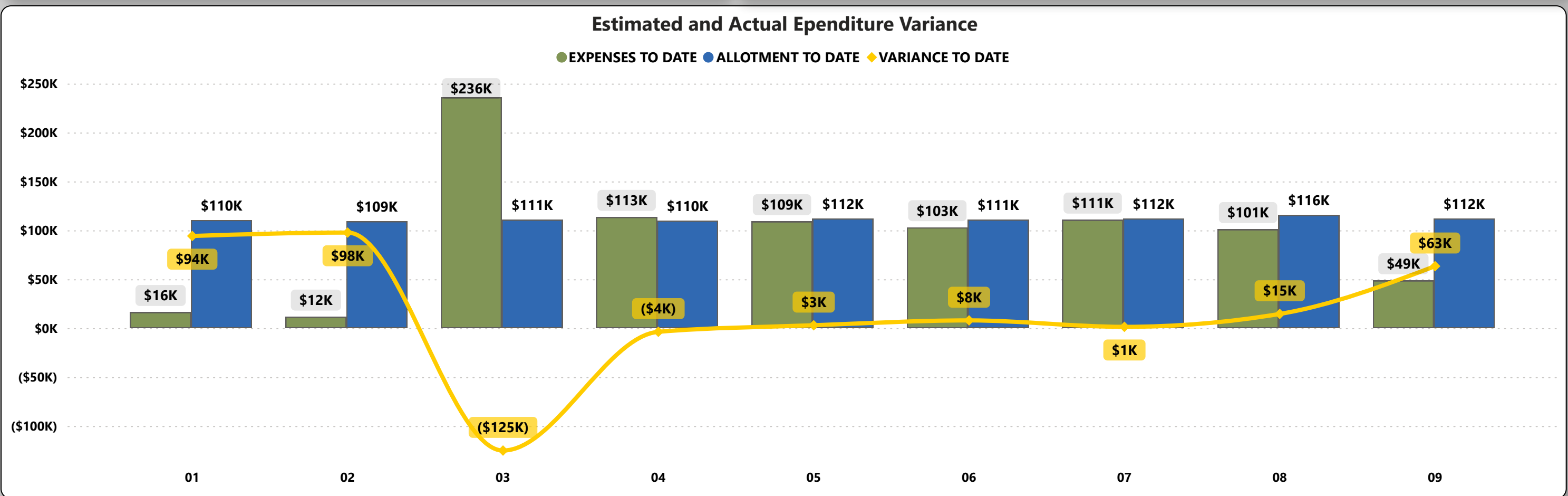
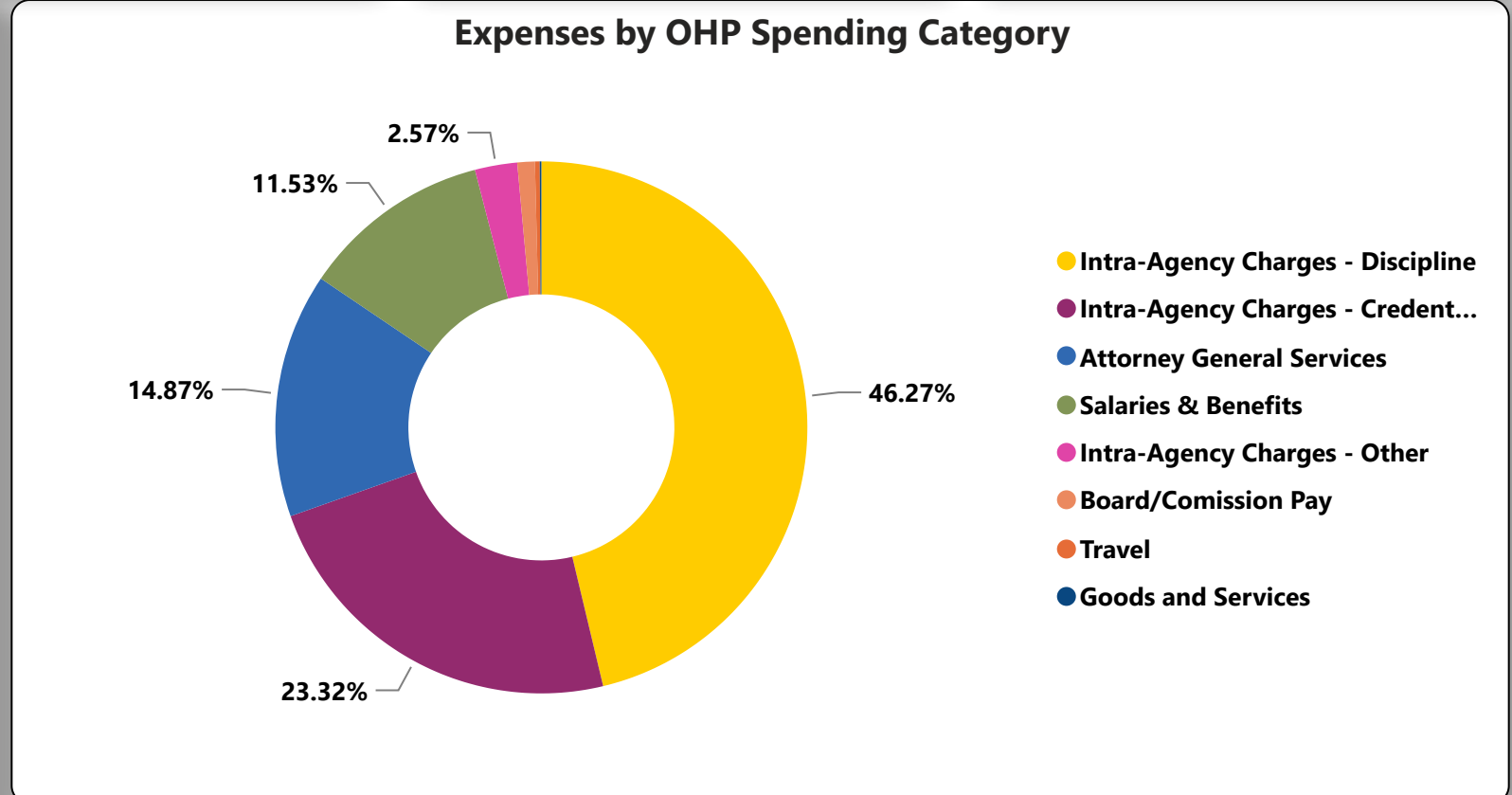
111 Israel Rd. S.E.

Tumwater, WA 98501

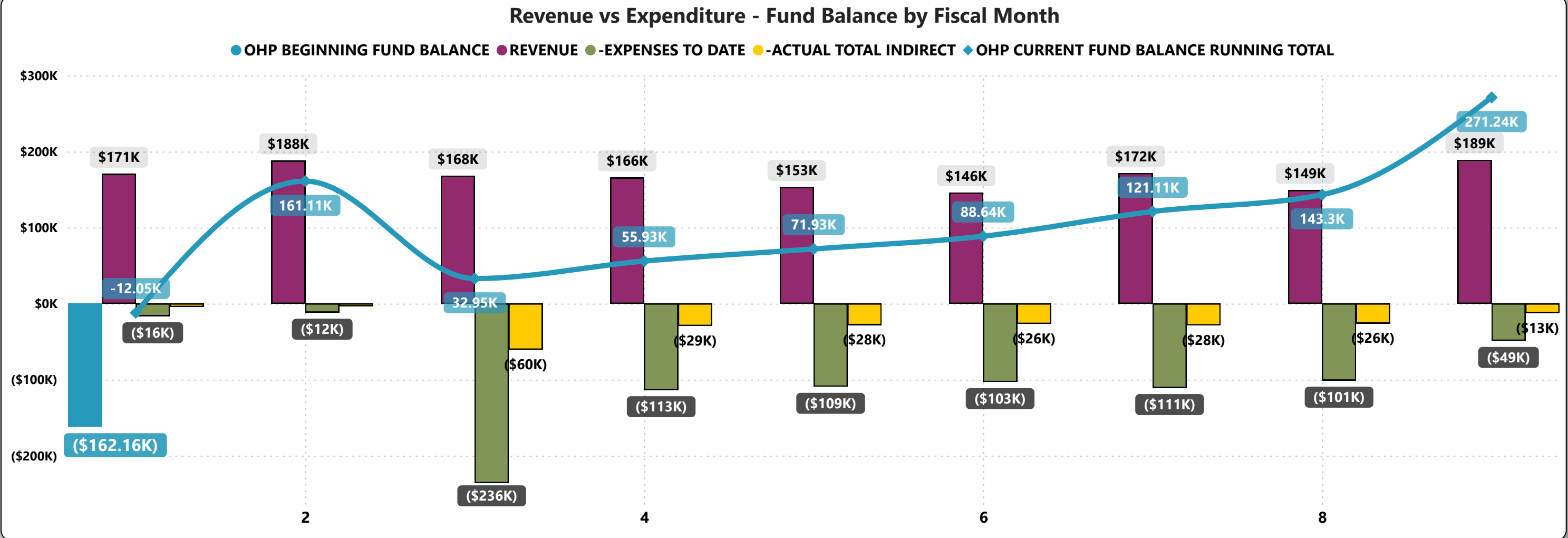
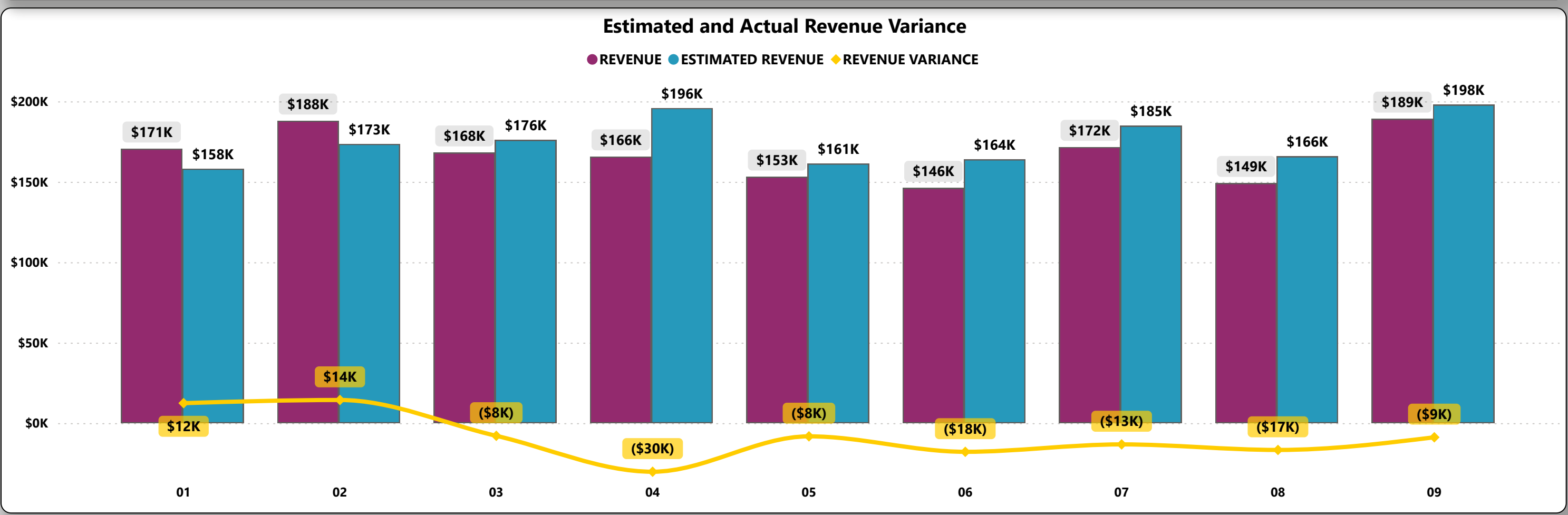
Massage Therapist & Reflexologist

FY2024 Starting Fund Balance (\$162.16K)	Current Fund Balance \$271.24K	HELMS Cost Allocation \$70.39K	Revenue \$1.50M	Expenses+ Total Indirect+HELMS \$1.14M
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Master Indexes Title	ALLOTMENT TO DATE	EXPENSES TO DATE	VARIANCE TO DATE	ACTUAL TOTAL INDIRECT
MASSAGE THERAPIST	\$1,002,923	\$850,401	\$152,522	\$218,296
Attorney General Services	\$129,375	\$126,265	\$3,110	
Board/Comission Pay	\$7,500	\$9,016	(\$1,516)	
Goods and Services		\$1,826	(\$1,826)	
Indirect				\$218,296
Intra-Agency Charges - Credentialing	\$261,464	\$198,071	\$63,393	
Intra-Agency Charges - Discipline	\$472,256	\$392,999	\$79,257	
Intra-Agency Charges - Other	\$32,698	\$21,823	\$10,875	
IT Equipment	\$756		\$756	
Salaries & Benefits	\$89,721	\$97,933	(\$8,212)	
Travel	\$9,153	\$2,468	\$6,685	
Total	\$1,002,923	\$850,401	\$152,522	\$218,296



Health Professions	ESTIMATED REVENUE	REVENUE	REVENUE VARIANCE
Massage Therapist & Reflexologist	\$1,577,021.00	\$1,501,098	(\$75,923)
Total	\$1,577,021.00	\$1,501,098	(\$75,923)



Credential Count

Credential status	4/22/24	3/6/24	12/26/23	10/27/23	9/12/23	7/05/23	04/21/23
Active	11,635	11,594	11,645	11,703	11,722	11,710	11,826
Active	8,955	8,849	9,150	9,363	9,343	9,365	9,109
Active in Renewal	2,650	2,725	2,473	2,315	2,358	2,324	2,697
Active w/ conditions or Active on Probation	30	20	22	21	21	21	20
Expired	26,257	26,152	26,745	26,589	26,467	26,302	26,133
Expired in Renewal	1,085	1,120	1,133	1,151	1,177	1,224	1,202
Inactive	342	340	343	330	326	307	307
Revoked	90	90	90	90	90	90	90
Summary Suspension	3	3	3	4	4	3	4
Surrender/ Voluntary Surrender	47	42	46	46	45	45	43
Suspended	172	171	169	169	167	166	166

Disciplinary Statistics

Case Status	Definition	Number of Cases
Adjudication	The legal process used to resolve enforcement matters. It begins with a statement of charges and includes efforts to settle a case before holding a formal hearing.	4
Case Disposition	The process of evaluating evidence from an investigation and making a decision to pursue an enforcement action or to close the case.	32
Compliance monitoring	The process used to monitor a health care professional under a legal order. The health care professional must comply with specific conditions in order to practice. Conditions may include payment of fines, psychological evaluation and treatment, retraining, supervision, etc.	27
Investigation	A process used by trained Department of Health employees to interview people and gather facts about a complaint.	20
Pending Service	A statement of charges, statement of allegation or a notice of decision that has been authorized but no finding of unprofessional conduct has been made, no order has been issued and no sanctions have been imposed.	12
SOA served- awaiting response	The Statement of Allegations (SOA) sets forth the factual allegations against the health care professional and the potential violations of the Uniform Disciplinary Act. The health care professional has 28 days to respond to the service.	0
SOC served- awaiting response	A document that is served on a health care professional notifying them of allegations of violations of the Chapter 18.130 RCW, Uniform Disciplinary Act or other laws or rules that pertain to health care professionals. The health care professional has 21 days to respond to the service.	6

WASHINGTON STATE BOARD OF MASSAGE
School Program Reviews

School	RBMs
Elite Cosmetology Barber and Spa Academy	Heidi Williams/ Chimere Figaire-Correa
Elite Cosmetology Barber and Spa Academy Distant Learning Program	Heidi Williams/ Chimere Figaire-Correa
Elite Cosmetology Barber and Spa Academy Transfer School Program	Sherise Gueck/ Whitney Smith
Twin Rivers Therapeutic Massage Academy	Lynna Fuller/ Whitney Smith
Carrington College	Lynna Fuller/ Sherise Gueck
Soma Institute Transfer Program	Lynna Fuller/ Whitney Smith