



Washington State Department of
Health

Washington State Board of Massage

Business Meeting Minutes
November 13, 2020
9:00 a.m.

On Friday, November 13, 2020, the Board of Massage held a board meeting via Webinar. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

Board Members

Heidi Williams, LMT, chair
Autumn Christina Straker, LMT, vice chair
John Cassinerio, LMT
Anthony Sharpe, public member

Staff Present

Megan Maxey, Program Manager
Renee Fullerton, Executive Director
Luke Eaton, Assistant Attorney General
Michelle Hartman, Administrative Assistant
Davis Hylkema, Assistant Program Manager
Bill Kellington, Supervising Staff Attorney
Julianne Wlazlak, Policy Analyst
Kevin Robbins, Credentialing Supervisor

Guests

A list of attendees is available upon request.

OPEN SESSION

1. CALL TO ORDER

The board meeting was called to order by Heidi Williams, LMT, chair, at 9:03 a.m.

1.1. Introductions and Meeting Ground Rules.

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

1.2. Approval of the November 13, 2020 Agenda

MOTION: The motion was made to approve the November 13, 2020 business meeting agenda as presented. The motion was seconded and passed unanimously.

1.3. Approval of the August 21, 2020, Meeting Minutes.

MOTION: The motion was made to approve the August 21, 2020 minutes as presented. The motion was seconded and passed unanimously.

2. SCHOOL PROGRAM REVIEWS

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

- Pacific NW Massage Academy (transfer program)
 - The RBMs recommended approval.

MOTION: A motion was made to approve Pacific NW Massage Academy (transfer program). The motion was seconded and passed unanimously.

- Classic Institute of Massage
 - The RBMs recommended approval.
MOTION: A motion was made to approve the Classic Institute of Massage School. The motion was seconded and passed unanimously.
- Therapeutic Connections School of Massage
 - The RBMs discovered deficiencies
MOTION: A motion was made to approve sending a deficiency letter to the Therapeutic Connections School of Massage. The motion was seconded and passed unanimously.
- Columbia River Institute of Massage Therapy
 - The RBMs recommended approval.
MOTION: A motion was made to approve the Columbia River Institute of Massage Therapy. The motion was seconded and passed unanimously.

3. PUBLIC COMMENT

Members of the public shared the following comments/suggestions with the board:

- Extending the CE requirements until June 30, 2021.
- Extending the CE requirements through December 31, 2021 to give time for a vaccine to be made available.
- Concerns were shared about how the pandemic has hindered the hands-on training requirements and supports the longer extension, which could help support current licenses financially.
- Recommendations regarding the school applications were to include a cover letter that highlights the changes coming September 1, 2021, such as the effective date and the changes in courses.
- Appreciation was extended to the board for their research into the Multicultural health awareness and education.

4. CONTINUING EDUCATION DURING COVID POLICY

The board members reviewed policy BOM 20-01, Continuing Education Requirements during COVID-19.

MOTION: A motion was made to approve extending the Continuing Education Requirements to June 30, 2021, or until the or until the declared state of emergency issued under Proclamation 20-05 is rescinded, whichever comes later. The board will review at their May 7, 2021 meeting. The motion was seconded and passed unanimously.

5. SCHOOL REVIEW PROCESS

5.1 Program staff presented an option to the board about streamlining the school review process in order to assist board members' workload and efficiently process school reviews with the new training rules that go into effect September 1, 2021.

MOTION: A motion was made to approve the department moving forward with creating a proposal to streamline the procedure of the school review process. The motion was seconded and passed unanimously.

5.2 The board discussed the option of an abbreviated application and possible changes proposed by AMTA-WA to the application for board approved schools to submit in proving compliance for the education and training standards that go into effect September 1, 2021. Creating a standardized resume/application to include school/education, CE, Work history, license number, and background in courses taught.

MOTION 1 – A motion was made to approve the changes to the application suggested by AMTA-WA. The motion was seconded and passed unanimously.

MOTION 2 – A motion was made to approve an abbreviated application for board approved schools to submit to prove compliance with the education and training standards that go into effect September 1, 2021. The motion was seconded and passed unanimously.

6. DISCIPLINARY REPORTS

The board reviewed disciplinary reports presented by Mr. Kellington for unlicensed practice in Massage. He explained the various reports and how they are recorded in the department’s licensing system. There seems to be lower numbers in unlicensed practice due to COVID-19 and those not practicing right now.

The board asked about percentage rates in audits of deficiencies. They also inquired about sending out a questionnaire regarding CE requirements to help the board learn about difficulties some may be having in meeting those requirements.

The board will revisit this at their January 22, 2021 meeting.

7. MULTICULTURAL HEALTH AWARENESS AND EDUCATION

Ms. Fullerton shared information to the board for future consideration about RCW 43.70.615: Multicultural health awareness and education program—Integration into health professions basic education preparation curriculum.

The board discussed various ways about getting these courses into the schools. Ms. Fullerton, Ms. Maxey, and Ms. Williams will do more research to help identify what other locations are doing on this topic. The board will revisit at their January 22, 2021 meeting.

8. NEWSLETTER

The board discussed the following items to showcase in the upcoming newsletter.

- Successfully meet your CE requirements
- Public member recruitment
- New rules: where are we?
- Member spotlight
- How to access the board, and how to attend board meetings
- “We’d love to hear from you.”
- Provide a reference to find a list of cleaners, masks, etc.

A draft of the newsletter will be brought to the January 22, 2021 meeting for review.

9. ELECTIONS

The board held elections for the open 2021 board officer positions.

MOTION: The motion was made to re-elect Heidi Williams to remain in the position of chair of the Washington State Board of Massage. The motion was seconded and passed.

MOTION: The motion was made to re-elect Autumn Christina Straker to remain in the position of vice-chair of the Washington State Board of Massage. The motion was seconded and passed.

10. PROGRAM REPORT

10.1. Budget

Ms. Fullerton presented the board with a new, one-page, budget status report. The board all agreed it was a great new format, easier to read. The fiscal report as September 30, 2020 currently shows a deficit, but with the fee increase implemented in October 2019, the increase has allowed a stronger fiscal stability. Travel costs are down due to restrictions, which will help in the fiscal status next year as well.

10.2. Credentialing Report

Mr. Robbins, Credentialing Supervisor, shared the credentialing report with the board. As of October 31, 2020, there are 12,627 active licensees and 355 pending licensures. The performance measure report shows that license processing time, from the initial application, the receipt of completed documents, to issuance, is being accomplished within 93 days.

10.3. Legislative Update and Meet me Calls Delegate

Ms. Maxey sought volunteers of the board for to attend the 2021 regular session weekly calls. The sessions will convene on Monday, January 11, 2021. Ms. Maxey and Ms. Fullerton advised the board that things will look a bit different in 2021, possibly all being held virtually.

Ms. Straker and Mr. Cassinerio both volunteered to attend. They will present updates at future board business meetings.

10.4. Rules Update

Ms. Maxey shared that the supporting documents for the filing of the 103 are completed and in for review. Once approved, they will be moved to the Secretary's office for review and approval. When all is completed, they will be filed.

10.5. Board Member Recruitment Update

Ms. Maxey advised the board that Ms. Williams, along with staff, conducted four interviews last week; All were strong candidates. The appointment packets are being put together for review. Once reviewed, it will go to the Governor's office for appointment.

Ms. Maxey informed the board that there were no applications for the Public Members position on the board. The board and staff are looking at different ways to recruit for this position.

11. ADJOURNMENT

A motion was made by Heidi Williams, LMT, chair, at 12:17 p.m. to adjourn the meeting. The motion was seconded and passed unanimously.

Respectfully Submitted:

Approved:

Megan Maxey, Program Manager

Heidi Williams, LMT, Chair