



Bob Holden
Governor

Division of Professional Registration
Marilyn Taylor Williams, Director

Kelvin L. Simmons
Director

BOARD OF THERAPEUTIC MASSAGE
3605 Missouri Boulevard
P. O. Box 1335
Jefferson City, MO 65102-1335
Telephone 573/522-6277
Fax 573/751-0735
800-735-2966 TTY Relay Missouri
800-735-2466 Voice Relay Missouri
massagether@pr.mo.gov

Loree V. Kessler, MPA
Executive Director

Meeting Notice

**Missouri Board of Therapeutic Massage
Conference Call
May 10, 2004 - 9:00 a.m.
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri**

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the Board of Therapeutic Massage, P.O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 522-6277 to ensure available accommodations. The text telephone for the deaf or hard of hearing is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Except to the extent disclosure is otherwise required by law, the Missouri Board of Therapeutic Massage is authorized to close meetings, records and votes, to the extent they relate to the following: Chapter 610.021 subsections (1), (3), (5), (7), (13), (14), and Chapter 620.010.14 subsection (7).

The Board may convene in closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public, with the motion and vote recorded in open session minutes.

Anyone requiring additional detail regarding the telephone conference call should contact the Missouri Board of Therapeutic Massage, P.O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling Loree Kessler, Executive Director at (573) 522-6277. The TTY number for Relay Missouri is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Please see attached agenda for this meeting.

Attachment

Tentative Agenda
Missouri Board of Therapeutic Massage
May 10, 2004 9:00 a.m.
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

Call to Order

Elizabeth Miller, Chairperson

Roll Call

Approve Open Session Agenda

Approve Open Session Minutes

- February 25, 2004
- February 27, 2004

Instructor and Program Review

Elizabeth Miller

City of Grandview - FYI

National Board - FYI

Instructor Review - Heritage College

- Chris Thornburgh
- Shawna Serber

Program review

- Midwest Institute of Bodywork Somatic Therapies
- Zen Shiatsu

Meeting Schedule

Move to convene in closed session pursuant to sections 610.021(14) and 620.010.14(7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation, and any confidential or privileged communication between this agency and its attorney and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 which authorized this agency to go into closed session during those meetings.

OPEN SESSION MINUTES
Missouri Board of Therapeutic Massage
May 10, 2004 – 9:00 a.m.
Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

The Missouri Board of Therapeutic Massage conference call meeting was called to order at 9:02 a.m. by Chairperson Elizabeth Miller at the Division of Professional Registration, 3650 Missouri Boulevard, Jefferson City, Missouri. The executive director facilitated roll call.

Board Members Present

Elizabeth Miller, Chairperson

Kevin Snedden, Vice-Chairperson

Juliet Mee, Non-Voting Member

Dr. Gretchen Lockett, Public Member (Joined the call at 9:12 a.m. and exited the call at 9:27 a.m.)

Sid Brantley (Joined the call at 9:55 a.m.)

Board Members Absent

Dennis Fitterling (Advised the board office he would not be able to attend due to a schedule conflict.)

Staff Present

Loree Kessler, Executive Director

Chad Sooter, Licensure Technician

Daryl Hylton, Assistant Attorney General

Ms. Miller stated she would be voting in open and closed sessions.

Ms. Miller convened the conference call meeting as a subcommittee until 9:12 a.m. when Dr. Lockett joined the conference call.

A motion was made by Mr. Snedden and seconded by Ms. Miller to approve the open session agenda. Motion carried unanimously.

A motion was made by Mr. Snedden and seconded by Ms. Miller to approve the open session mail ballot minutes of February 25 and 27, 2004. Motion carried unanimously.

Instructor & Program Review

The board reviewed the information regarding review of educational programs and tabled further discussion until the next board meeting.

Dr. Lockett joins the call and there is a quorum.

City of Grandview

The board reviewed the letter from the City of Grandview. No official action taken.

NCBTMB & Apprentice Examination

The board reviewed the letter from the certification board. Mr. Snedden reported that an apprentice from his program had applied to take the national examination.

Instructor Review-Heritage College

The board requested that Mr. Thornburgh obtain information from the massage therapy school regarding instructor qualifications.

The board approved Shawna Sauber as an instructor for massage therapy theory and practice.

Midwest Institute of Bodywork & Somatic Therapies – Zen Shiatsu

The board approved the composition of the program and instructed the executive director to inform the program director/coordinator that the hours performing community service massage must be supervised by an approved instructor.

Meeting Schedule

July 26, 2004 at 9:00 a.m. in Jefferson City. Dr. Lockett stated that she could not attend the meeting, however, she would be able to participate by telephone conference call for a portion of the meeting.

At 9:28 a.m. a motion was made by Mr. Snedden and seconded by Dr. Lockett to convene in closed session pursuant to sections 610.021(14) and 620.010.14(7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation, and any confidential or privileged communication between this agency and its attorney and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 which authorized this agency to go into closed session during those meetings. Board members voting aye; Mr. Snedden, Dr. Lockett and Ms. Miller. Motion carried unanimously.

Dr. Lockett exited the conference call.

At 11:11 a.m. a motion was made by Mr. Snedden and seconded by Mr. Brantley to convene in open session Board members voting aye; Mr. Snedden, Mr. Brantley, and Ms. Miller. Motion carried unanimously.

Additional Information

The board requested that a discussion regarding mentorships be added to the July meeting and that Leroy Wade be invited to attend the meeting also.

Ms. Mee requested clarification concerning the issuance of the student license and was advised that while the student's name is on the license, the license is issued in care of the massage therapy school.

At 11:34 a.m. a motion was made by Mr. Brantley and seconded by Mr. Snedden that the conference call meeting convene in open and be adjourned. Board members voting aye; Mr. Snedden and Mr. Brantley, Motion carried.

During this motion, the remaining board members determined Ms. Miller had been disconnected from the conference call and because of the call format could not rejoin

conference call. Therefore, the meeting adjourned on a subcommittee vote of Mr. Snedden and Mr. Brantley.

A handwritten signature in black ink, appearing to read "Louie Kessle". The signature is written in a cursive, flowing style.

Executive Director

Approved by Board on July 26, 2004