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Executive Director

Meeting Notice

**Missouri Board of Therapeutic Massage
July 26, 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 Open Session Agenda
Missouri Board of Therapeutic Massage
July 26, 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

- May 10, 2004

- Election of Officers

- Financial Report
License & Inspection Update

- NCBTMB Updates

C Michael Pizzuto, BMSI – 10:00 A.M. Appearance

- Anatomy & Physiology Instructor Requirements

Massage Therapy Instructor Review

Application Review

- Fingerprint Requirements
- Transcripts – Correspondence Juliet Mee & Verification of Education Form
- Student License Application Review – Addition of checklist questions
- Examination Results

Mentorships

St. Charles School of Massage Therapy – Change in Program Hours

School of Massage Arts – Instructor Review

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
July 26, 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 9:03 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
Sid Brantley
Denny Fitterling

Board Member Absent

Dr. Gretchen Lockett (Dr. Lockett had advised the board that she may not be able to attend this meeting due to a schedule conflict.)

Staff

Loree Kessler, Executive Director
Jeanette Stuenkel, Executive I
Sarah Becker, Licensure Technician II
Daryl Hylton, Assistant Attorney General

Visitors

Leroy Wade, CBHE
C. Michael Pizzuto, BMSI
Jack Dillender
Renata Brodecker, LMT
Janet Akremi, MD

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

Marilyn Taylor Williams, Division Director presented Ms. Miller a proclamation from Governor Holden as well as a plaque from the board in honor of her work on the board and dedication to the profession.

A motion was made by Mr. Brantley and seconded by Mr. Sweden to approve the open session agenda. Motion carried unanimously.

A motion was made by Mr. Brantley and seconded by Mr. Sweden to approve the open session minutes of the May 10, 2004 telephone conference call. Motion carried unanimously.

A motion was made by Ms. Miller and seconded by Mr. Brantley nominating Kevin Snedden as chairperson of the board. With no further nominations Mr. Snedden was elected chairperson by acclamation.

A motion was made by Mr. Snedden and seconded by Mr. Brantley nominating Denny Fitterling as Vice-Chairperson of the board. With no further nominations Mr. Fitterling was elected vice chairperson by acclamation.

Financial Report

The executive director reported that \$100,000 of the start up loan would be paid in fiscal year 2004. With the fee increases in fiscal year 2005 the remaining \$96,000 should be paid in this fiscal year with adequate operational funds remaining.

The board discussed the inspector in-service provided by the executive director and licensure technician on July 8th. The board requested the renewal from be modified to include a section where the licensee can provide a business location and license number.

NCBTMB Updates

Ms. Mee provided an overview of the requirements for submitting an application for examination to NCBTMB and eligibility requirements. The board reviewed the application information as well the email provided by NCBTMB in response to an article distributed by Associated Bodywork and Massage Professionals (ABMP). The board determined that changes in NCBTMB eligibility requirements for certification had no impact upon Missouri's licensure requirements and that no further action was needed.

C. Michael Pizzuto, BMSI

Mr. Pizzuto had requested time to meet with the board to discuss the requirements for an anatomy and physiology instructor noting that there may be massage therapists or other individuals qualified to teach anatomy and physiology but that do not have a bachelor's degree in science or a health related degree.

After considerable discussion, the board determined that an amendment to the instructor requirement for programs would need to apply to mentors as well.

A motion was made by Mr. Brantley and seconded by Mr. Snedden to amend 4 CSR 2.010(1)(C)4.B. and 4 CSR 4.010(1)(D)2 to add language allowing an instructor for anatomy and physiology submit proof of fifteen semester hours or 25 quarter hours of study in anatomy, physiology, and pathology from an institution accredited by the U.S. Department of Education. At least eight of the fifteen hours must be in anatomy and physiology. Motion carried unanimously.

Massage Therapy Instructor Review

The board discussed the difficulties experienced in reviewing instructors and ways to decrease the turn around time. The board reviewed a draft of a form that schools would use to submit instructors to CBHE in order for the licensure board to determine if the

instructor's credentials met the requirements of the regulation. The board instructed the executive director to work with counsel and Mr. Wade on revising and implementing the form.

At 9:50 a.m. the board took a recess and reconvened at 10:00 a.m.

At this time a meeting visitor, Mr. Jack Dillender, met with the board to discuss the status of his temporary license. Mr. Dillender expressed his concern over not being licensed by reciprocity based upon licensure from Texas as well as the difficulty in taking the required 100 hours of course work as required for permanent licensure. Board chairperson Elizabeth Miller advised Mr. Dillender that it could not discuss his application status in open session; however, it would take his concerns under advisement and review his file during closed session.

Application Review

Fingerprint Requirements – Counsel recommended the board discuss this topic in closed session to obtain legal advice. The board discussed the delay in obtaining results of the background check due to the backlog of fingerprints at the Missouri State Highway Patrol

Transcripts - The board instructed the executive director to send a letter to NCBTMB regarding transcripts advising the certification board that it would be helpful if NCBTMB accepted transcripts from applicants placed in an envelope and carrying a school seal. Also, it was noted that the application and transcript need to remain as one application packet instead of being sent to separate locations.

Student License Application – The board reviewed the student license application and instructed the executive director to make changes to the application adding the same section of questions as listed on the provisional application. Counsel suggested the board review this information in closed session to discuss specific questions and receive legal counsel on such questions.

Examination Results

The board instructed the executive director to work with NCBTMB on obtaining examination results electronically. Also, the board agreed with the executive director's suggestion that it accept the original notification of the examination results issued to the candidate or a letter from the testing service reporting examination results.

Mentorships

The board discussed the information provided by Mr. Wade regarding massage therapy programs. In order to obtain an opinion on the matter the executive director is to send a letter to Mr. Wade along with the mentorship regulation in order to determine if mentorships are exempt according to section 173.616.3 RSMo

At 12:05 p.m. the board took a recess for lunch and reconvened at 12:37 p.m.

St. Charles School of Massage Therapy

The board approved revisions to the instructional program.

School of Massage Arts

The board approved the following instructors for massage therapy theory and practice; Marilyn Harman, Debra Gillham, Janice Carson contingent upon verification of licensure, Vijay Simpson, and Georgia Wilson. Ms. Gillham could be an instructor of La Stone Therapy contingent upon verification of education or training in that area.

Meeting Schedule

A conference call meeting was tentatively scheduled for 9:00 a.m., September 21, 2004.

At 12:52 p.m. a motion was made by Mr. Snedden and seconded by Mr. Fitterling 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, Mr. Fitterling, Mr. Brantley and Ms. Miller. Motion carried unanimously.

At 3:37 p.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. Fitterling, Mr. Brantley and Ms. Miller. Motion carried unanimously.

At 3:39 p.m. a motion was made by Mr. Snedden and seconded by Mr. Brantley to adjourn the meeting. Motion carried unanimously.



Executive Director

Approved by Board on September 21, 2004