



**Alaska Board of Massage Therapists**  
**Robert Atwood Building**  
**550 W. 7<sup>th</sup> Ave, Suite 1270**  
**Anchorage, Alaska**  
Conference Line Call In: 1-800-315-6338  
Access Code: 14875

**September 10, 2018-**  
**September 11, 2018**  
**(if needed)**  
**8:30 a.m.**

**Meeting Agenda (Draft)**

**Day 1**

| <b><u>Time</u></b> | <b><u>Subject</u></b>                                                                                                                                                                                                                                                                                                                           | <b><u>Lead Person(s)</u></b>  |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 1. 8:30 a.m.       | Call to Order/Roll Call                                                                                                                                                                                                                                                                                                                         | Chair                         |
| 2. 8:35 a.m.       | Ethics Report                                                                                                                                                                                                                                                                                                                                   | Chair                         |
| 3. 8:40 a.m.       | Review/Approve Agenda                                                                                                                                                                                                                                                                                                                           | Chair                         |
| 4. 8:45 a.m.       | Review/Approve Past Meeting Minutes                                                                                                                                                                                                                                                                                                             | Chair                         |
| 5. 8:50 a.m.       | Old Business <ul style="list-style-type: none"><li>• Task List from June 11-12, 2018</li><li>• Alaska Human Trafficking Work Group</li><li>• Alaska Human Trafficking Work Group Report</li><li>• Response to Complaint Process- Investigations</li><li>• Review Updated FAQ's</li><li>• Review Board Breakdown of Massage Curriculum</li></ul> | Chair<br><br><br><br><br>Motz |
| 6. 9:30 a.m.       | Decision on DeFord/Shelden Appeal Case                                                                                                                                                                                                                                                                                                          | ALJ Swiderski                 |
| 7. 10:00 a.m.      | Investigative Case Review & Probation Reports;<br>Memos & Consent Agreements<br>(Executive Session, if needed)                                                                                                                                                                                                                                  | Investigators Roark & Bond    |
| 8. 10:40 a.m.      | Division/Financial Update <ul style="list-style-type: none"><li>• Inter-Agency Safety, Hearing/Mediation, and Legal Breakdown</li><li>• Investigative Cost to Board (Investigations Error)</li></ul>                                                                                                                                            | Deputy Director Chambers      |
| 9. 11:00 a.m.      | Fingerprinting                                                                                                                                                                                                                                                                                                                                  | Deputy Director Chambers      |
| 10. 11:30 a.m.     | Continuing Education <ul style="list-style-type: none"><li>• Consent Agreements</li><li>• Continuing Education Content- Review Unacceptable List &amp; Ortho-Bionomy</li></ul>                                                                                                                                                                  | Paralegal Zimmerman           |



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**September 11, 2018**

**9:00 a.m.**

**Meeting Agenda (Draft)**

**Day 1 (continued)**

| <b><u>Time</u></b> | <b><u>Subject</u></b>                                                                                                                                                                                                              | <b><u>Lead Person(s)</u></b> |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| 10. 12:00 p.m.     | Lunch                                                                                                                                                                                                                              |                              |
| 11. 1:15 p.m.      | Public Comment                                                                                                                                                                                                                     | Chair                        |
| 12. 1:30 p.m.      | Board Business <ul style="list-style-type: none"><li>• Update on California Massage Therapy Regulations</li><li>• Review Tabled Applications</li></ul>                                                                             | Chair<br>Gibbs               |
| 13. 2:15 p.m.      | New Business <ul style="list-style-type: none"><li>• ACPE School Approvals</li><li>• FSMTB National Database (MTLD)</li></ul>                                                                                                      | Chair<br><br>Simmons         |
| 14. 3:15 p.m.      | Administrative Business <ul style="list-style-type: none"><li>• Meeting Calendar</li><li>• Document Signing</li><li>• 2018 Annual Report</li><li>• FSMTB Annual Meeting</li><li>• Correspondence</li><li>• New Task List</li></ul> | Chair                        |
| 15. 4:00 p.m.      | Adjourn or Recess until 9:00 a.m. September 11, 2018                                                                                                                                                                               | Chair                        |

**Day 2**

| <b><u>Time</u></b> | <b><u>Subject</u></b>                                                                                                                                                                                                                                | <b><u>Lead Person(s)</u></b>                           |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| 16. 9:00 a.m.      | Call to Order/Roll Call                                                                                                                                                                                                                              | Chair                                                  |
| 17. 9:05 a.m.      | Review Agenda                                                                                                                                                                                                                                        | Chair                                                  |
| 18. 9:10 a.m.      | Drafting Language for Potential Regulations Projects <ul style="list-style-type: none"><li>• Regulations Questionnaire</li><li>• Massage Establishment Licensing</li><li>• Classroom Hours via Distance Education</li><li>• Code of Ethics</li></ul> | Chair<br><br>McCullough, Francois, Roark, Zinn<br>Motz |
| 19. 1:00 p.m.      | Adjourn                                                                                                                                                                                                                                              | Chair                                                  |