



ALABAMA BOARD OF MASSAGE THERAPY

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MINUTES Board Meeting January 9, 2015

The Alabama Board of Massage Therapy met on Friday, January 9, 2015, at the Board Office located at 2777 Zelda Road, Montgomery, Alabama, in order to conduct regular business. The following members were in attendance: Mr. Michael Stephens (Chair), Mr. Lance Gilliland (Vice-Chair), Ms. Gwen Motley, Mr. Willie DeVold and Mr. Lemar Storey. Board members absent was Mr. Foad Araiinejad. Also in attendance were Mr. Randy Barrows (Administrator), Mr. Matt Bledsoe (Board Counsel), Mr. Mike James (Investigator) and Ms. Renee' Reames (Executive Secretary to Mr. Warren). A quorum was established and the meeting was called to order at 10:04 a.m.

Public notice of this regularly scheduled meeting was published on the Secretary of State's web site at www.sos.alabama.gov in accordance with the requirements of the Alabama Open Meetings Act and advertised on the Board's web site at www.almtbd.alabama.gov

The minutes from the November 7, 2014 Board meeting were presented to the Board members for their review. A copy of the minutes was provided to the Board prior to the meeting. Mr. DeVold made a motion to approve the November minutes as presented. The motion was seconded by Mr. Gilliland and unanimously approved by the Board (available for viewing in the Board's Official Book of Minutes).

Mr. Barrows presented the Executive Director's Report, to include the Financial Report for FY ending 2014 and new FY 2015. He reported on the current number of licensees and number of complaints. A detail financial report of deposits and vouchers in FY 2015 was presented for the Board's review (payment vouchers and deposits are on file in the Board's Official Book of Minutes.) Mr. Gilliland made a motion to approve the Executive Director Report and Financial Report as presented. The motion was seconded by Mr. DeVold and unanimously approved by the Board.

Mr. Barrows reported that Establishment inspections were continuing and being inspected by Mr. James. A list of establishments inspected in 2014, January through December totaling 269 inspections, was reviewed by the Board.

Mr. Barrows reported that the Executive Director had reviewed comparative information from companies that scan documents for paperless filing. The Board discussed the process of scanning licensee files and having this information available at the staff's individual workstations. The Board requested that the Executive Director provide the Board further information about selecting the company, after considering three companies, who would provide this service. Ms. Motley

made a motion to approve the scanning/paperless storage process for licensee files. The motion was seconded by Mr. DeVold and unanimously approved by the Board.

Mr. Bledsoe indicated that there was no information to present for the legal counsel's report.

The Board discussed developing specifications to bid (ITB) the Administrative Services Contract. Mr. Gilliland made the motion to select Mr. DeVold and Mr. Storey to serve on the ITB Committee. The motion was seconded by Ms. Motley and unanimously approved by the Board. Mr. Stephens asked the Executive Director to provide the Committee members a copy of the specifications from the current contract and the Committee would make a recommendation to the Board for approval.

The Board discussed requiring background checks for applicants. Mr. Bledsoe reported that this would require a change in the statute. Mr. James reported on human trafficking task force.

Mr. Barrows reported that there were no new applications for Instructor.

The Board requested that a list of Massage Therapist applicants, approved by the Executive Director, be available at future Board meetings for their review.

Mr. Gilliland made a motion to approve the applications for Massage Therapy School as presented. The motion was seconded by Mr. Storey and unanimously approved by the Board (a list of the approved applications is available in the Board's Official Book of Minutes).

The Board reviewed the applications for Continuing Education Provider. Mr. Gilliland made a motion to approve the Continuing Education Providers as presented. The motion was seconded by Ms. Motley and unanimously approved by the Board (a list of the approved applications is available in the Board's Official Book of Minutes).

Mr. Barrows presented the new applications for Massage Therapist licenses. Mr. Storey made a motion to approve the applications as presented. The motion was seconded by Ms. Motley and unanimously approved by the Board (a list of the approved applications is available in the Board's Official Book of Minutes).

Mr. Gilliland reported on current activities at FSMTB in working with the NCBTMB to withdraw from the exam process and entry level MT's role. He reported that NCBTMB are still involved in identifying approved CE Providers. The Board discussed a recent article published in the *Massage Today*, January issue, entitled Deal or No Deal?, about NCBTMB's role.

Mr. Barrows reported that an MT applicant had who attended an out-of-state school was obtaining additional hours at a MT School in Alabama, to apply for licensing in Alabama. The Board discussed allowing the Executive Director to review this applicant as a graduate of an in-state school. Ms. Motley made the motion that this applicant be considered an in-state applicant and the Executive Director could review for approval. The motion was seconded by Mr. Gilliland and unanimously approved by the Board.

Ms. Motley reported that the Research conference that the Board approved for her to attend was not scheduled to occur until May 2016. The Board agreed that Ms. Motley was eligible to attend if she was still on the Board in May 2016.

Mr. Storey inquired about publishing the Board's newsletter and considering a Facebook account for the Board. This matter would be discussed with the Executive Director.

The next regularly scheduled Board meeting is Friday, April 10, 2015 at 10:00 a.m.

There being no further business, Mr. Stephens adjourned the meeting at 11:15 a.m.

Respectfully Submitted,



Michael Stephens
Chair



Keith E. Warren
Executive Director

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