



State Board of Massage Therapy Examiners

METRO EXECUTIVE BUILDING
4201 PATTERSON AVENUE • SUITE 301
BALTIMORE, MARYLAND 21215

Open SESSION MINUTES

Teleconference Call

June 23, 2021, 10:02 a.m. – 11:19 a.m.

Members Present

Caitlin M. Thompson, LMT, Board Chair
Paula K. Jilanis, LMT, Vice Chair
Kirsten Bodnarchuk, LMT, Secretary/Treasurer
David Cox, LMT, Board Member
Diane Jones Richards, Consumer Member
Margaret Hayes, Consumer Member
Eric Newdom, LMT, Board Member

Non-Members Present

Sharon Oliver, MBA, Executive Director
Christopher Hawkins, Licensing Unit Manager
Brett Felter, AAG, Board Counsel
Pamela Alston, Admin. Specialist
Marc Ware, Senior Investigator
Lillian Reese, Legislative Coordinator
Kimberly Link, MDH Boards Liaison
T. Nicole Cullings, Investigator

Call to Order at 10:02 a.m. by Board Chair

The regularly scheduled Open Session meeting of the Maryland State Board of Massage Therapy Examiners was held via teleconference call on June 23, 2021. The meeting was called to order at 10:02 a.m. by Board Chair Caitlin M. Thompson, LMT. Roll call was taken and all Board Members were present.

Board Chair's Opening Remarks, Reading of the Board's Mission and Welcome to Brett Felter, AAG – Caitlin Thompson introduced Brett Felter to the Board. He is the temporary Board Counsel until a replacement is found for Grant Gerber. Brett Felter has worked for the States' Attorney General's Office for 10 years. Welcome to Brett Felter!

Review/Approval of the Amended Open Session Agenda – Kirsten Bodnarchuk motioned to accept the Amended Open Session Agenda; 2nd by Margaret Hayes. The motion passed. Board Vote: 7/0/0.

Review/Approval of the Open Session Minutes for May 26, 2021 – Paula Jilanis motioned to accept the Open Session Minutes; 2nd by Kirsten Bodnarchuk. The motion passed. Board Vote: 7/0/0.

OLD BUSINESS - MATTERS FOR REPORTING

BOARD CHAIR REPORTS – Nothing to report.

EXECUTIVE DIRECTOR'S REPORT – (Sharon J. Oliver, MBA)



Oral Report on CLEAR Symposium held June 15, 2021 – *(Ms. Jones-Richards, Ms. Hayes and Ms. Bodnarchuk)* Several Board Members were in attendance. The Symposium included international participants and focused on strategies for working in the “new digital reality.”

LICENSING UNIT MANAGER’S REPORT – *(Christopher Hawkins, Sr.)*.

License/Registration Renewal Reminder – The deadline to renew all Licenses and Registrations is Wednesday, June 30, 2021. On July 1st at 12:00 a.m., the renewal portal will close. A paper reinstatement application must be submitted by mail after June 30, 2021. Reinstatement Applications are available on the website. Reinstatement Fees: \$676 for LMT’s; \$650 for RMP’s.

Renewal Update as of June 16, 2021:

Category	Total	%
All	3,363 of 4,195	80.17
LMT	2,135 of 2,503	85.30
RMP	1,228 of 1,692	72.58

Total Revenue - \$837, 598.00

COMMITTEE REPORTS

Advisory Committee – *(Paula Jilanis, LMT)*

Telehealth Regulations Update – *(Brett Felter and Lillian Reese)*

An email containing updates to Regulations language was disseminated. Brett Felter explained the reason behind the language change. Board Discussion. Motion to approve the language that has been drafted pending Governor’s authorization by Paula Jilanis; 2nd by Kirsten Bodnarchuk. The motion passed. Board Vote: 7/0/0.

Ad-Hoc JP Exam Committee – *(Paula Jilanis, LMT)*

The Ad Hoc Committee consists of Paula Jilanis, Margaret Hayes, Eric Newdom. Drafts of 98 exam questions are ready for submission to David Mark for review. The Committee is still in the process of evaluating the structure and format of the JP Exam.

Licensing Committee – Nothing to report.

Navigational Handbook Committee – *(Margaret Hayes)*

The Navigation Handbook is complete. The Navigation Handbook will define the role and function of the Massage Board as well as pertinent information. Margaret Hayes thanked the Committee, Grant Gerber, and Sharon Oliver for their hard work and involvement in the creation



process.

NEW BUSINESS – MATTERS FOR DISCUSSION

Board Chair Reports – *(Caitlin Thompson)*

Website Updates/Eblast – To clear up any misinformation regarding approved Massage schools and apprenticeship programs, a message will be posted on the Board’s website.

Massage Website – The DOIT has completed updates to all MDH agency websites. Please be patient if the Massage Board website has any issues with links; contact the Board if you need assistance. Sharon Oliver thanked Amelia Mitchell for announcing today’s Board meeting on the AMTA website.

Virtual Meetings – As a cost effective measure, the Board will continue meeting virtually. This method ensures higher participation and curtails travel time.

Board Counsel – *(Brett Felter)*

Brett Felter has been attending Executive meetings and becoming familiarized with the inner workings of the Board.

Executive Director’s Report – *(Sharon J. Oliver, MBA)*

Nominations Committee: Executive Office Elections – Volunteers are needed for the Nominations Committee. Diane Jones Richards volunteered to serve. Margaret Hayes will serve as a resource.

Start of In Person Board Meetings – As stated previously, the Board will continue meeting virtually.

FSMTB Annual Meeting, October 7-8, 2021: Delegates Selection: Subject to lifting of travel ban – The Governor has not lifted the travel ban; therefore all travel is still restricted. In the event the travel ban is lifted, Kirsten Bodnarchuk and Paula Jilanis will attend. Motion to approve 2 Board members and 1 staff to attend the annual FSMTB meeting in Charlotte, NC by Kirsten Bodnarchuk; 2nd by David Cox. The motion passed. Board Vote: 7/0/0.

Governor’s Executive Orders related to reopening on the website – Board Staff are not authorized to interpret or explain Executive Orders. Callers are advised to contact their local jurisdiction or counsel for questions or explanations.

2021 YTD Revenue Report – To date, the Board has collected \$966,553 in total revenue. At the end of the fiscal year, an updated report will be provided to the Board. As a reminder, the normal renewal cycle will occur in 2022. Licensees are encouraged to begin completing their CEU’s as soon as possible.



LICENSING UNIT MANAGER’S REPORT – (Christopher Hawkins, Sr.)

Current Licensure Statistics

Active and Inactive Licensees/Registrants as of 06/10/2021

Category	Status	Apr	May
License Massage Therapist	Active	2496	2501
License Massage Therapist	Inactive	342	345
Registered Massage Practitioner	Active	1680	1691
Registered Massage Practitioner	Inactive	125	125

COMMITTEE REPORTS

Advisory Committee – (Paula Jilanis, LMT)

The Advisory Committee has been working on cleanup of regulations and statues to incorporate language for the 1- tier system. This will be complete by the end of July. Paula Jilanis thanked the Committee for their hard work.

Licensing Committee – (Kirsten Bodnarchuk)

CCBC Letter – A notice was submitted indicating the cessation of the CCBC Massage degree program. CCBC’s Teach Out will continue through December 2021. Any further program changes must be submitted to the Board.

ACTIONS FROM MAY 26, 2021 CLOSED SESSION – The Board did not conduct a closed session meeting.

PETITION(S)/PORTFOLIO REVIEWS/ PETITIONS/ACTIONS TO BE TAKEN – None

Applicant(s) Ratifications

Ratification of Board Issued Licenses and Registrations LMT’s and RMP’s – May 2021
Motion to accept the entire group of LMT’s and RMP’s as a whole group by David Cox; 2nd by Paula Jilanis. The motion passed. Board Vote: 7/0/0. *Welcome to the State of Maryland!*

New LMT’s

License Number	Name	Original License Date
M06224	Kennedy, Allison E.	05/05/2021
M06225	Kuenz, Jennifer M.	05/07/2021
M06226	Gilchrist, Marguerite	05/12/2021

Total 3



RMP to LMT Conversion

License Number	Name	Original License Date
M06233	Baker, Michele L.	10/31/2011

Total 1

New RMP's

License Number	Name	Original License Date
R03350	Williams, Daysha E.	05/04/2021
R03351	Zhang, Yanyu	05/05/2021
R03352	Yinger, Sara J.	05/07/2021
R03353	Mejia Mesa, Dario	05/07/2021
R03354	Barrett, Keesha L.	05/07/2021
R03355	Rivera, Elizabeth R.	05/0/2021
R03356	Uhlig, Bess E.	05/04/2021
R03357	Akimana, Vital	05/04/2021
R03358	Jarmer, Stephanie E.	05/04/2021
R03359	Cedena, Katherine J.	05/04/2021
R03360	Riley, Jennifer N.	05/04/2021

Total 11

REVIEW ACTIONS TO BE TAKEN – None

MISCELLANEOUS

Questions submitted by the Public – (Sharon Oliver and Kirsten Bodnarchuk)

“Will Live Stream Zoom Classes & online classes taken during Covid count towards the LMT status?”

Courses will be reviewed on a case by case basis. Individuals are encouraged to reach out to the Board to determine if courses will qualify for status change from RMP to LMT. The Licensing Committee will review the course(s) and make a decision.

“What is the protocol for having class approval before registering?”

The application to request approval of continuing education courses is on the Board’s website. The form must be submitted at least 60 days prior to the course commencement. Ensure the detailed course



syllabus is submitted with the form. The cost to submit the form is free to all licensees and \$25 for providers, organizations and the public.

“In order to use college courses towards LMT status must you have graduated from college with a degree or will the passing grade suffice?”

Please refer to our Statute: §6-302(b) “Qualifications”; you must have graduated from an institute of higher education (with 60 or more college credits) in order to qualify to the LMT status at this time.

“The Board has historically considered paying for (joint/current massage) Board Members to attend trade association conferences for purpose of acquiring CEU’s a conflict of interest. At the last Board meeting, it was stated/voted that the Board would pay for 3 Board members to attend the AMTA conference. Is this still not a conflict of interest to pay for Board Members to use Board funds for personal/professional benefit?”

This is a moot point since no one from the Board will be allowed to attend conferences due to the travel ban. There are several pertinent aspects to the AMTA conference, not just CEU’s alone. It is a Board decision on whether CEU’s can be used, and we always confer with Board Counsel to determine the best course of action to ensure there is no conflict of interest. It is always beneficial for Board Members to attend conferences to ensure Board Members are aware of what is going taking place on national level. This enables the Board to make wise decisions on accepting courses from licensees. It is important to keep up with national trends.

“When will the Board complete steps to separate the budget/financial accounting systems/accounts and establish separate financial accounting system for the Massage Board and the Chiropractic Board. Refer you to the MDH "Audit Report" which states "Credit card collections listed for Chiropractic Examiners also includes collections for Massage Therapy Examiners which could not be broken out". The fees collected from LMTs/RMPs should not longer be combined and available to Chiropractic”

The financial systems for the two Boards have been separated for more than a year. Each board has its own separate bank account, so there is not conflict of interest. There is no co-mingling of funds; therefore both Boards are supporting themselves.

Next Meeting – July 28, 2021 at 10:00 A.M.

Open Session Meeting Adjourned – Motion to adjourn Open Session Meeting at 11:19 a.m. by Diane Jones Richards; 2nd by Kirsten Bodnarchuk. The motion passed. Board Vote: 7/0/0.

Respectfully Submitted,

Kirsten Bodnarchuk by SW

Kirsten Bodnarchuk, LMT
Secretary/Treasurer



STATE OF MARYLAND
BOARD OF MASSAGE THERAPY EXAMINERS
OPEN SESSION BOARD MEETING
June 23, 2021 – 10:02 A.M. TO 11:19 A.M.

CALL IN PARTICIPANTS

1. Amelia Mitchell, AMTA
2. Chelsea Adams-Cook
3. Gabrielle Ham-Jones
4. Sabrina Lopez
5. Cheryl Stewart
6. Philomena Queen
7. Gwenda Harrison
8. Michelle England
9. Shantel Lee
10. Laura Embleton