

**BOARD OF CHIROPRACTIC AND MASSAGE THERAPY EXAMINERS**  
**BOARD MEETING**

*December 10, 2015*

---

---

**GENERAL SESSION**

**Notice: Committee Meeting 9:00 a.m. (see pg. 2)**

**1. Review approval of Agenda**

**2. Review approval of Board Minutes of last meeting (*December 10, 2015*)**

**3. Old Business**

a) **Committee Membership - Board President, Jonathan Nou, DC**

b) **Paralegal Hiring Process – Executive Director, Ms. Laurie Sheffield – James**

**4. New Business**

a) **Howard County Legislation – HB 1084 – Board Counsel, Mr. Grant Gerber**

b) **Budget Fund Balance – Executive Director, Ms. Laurie Sheffield James**

c) **Expert witness fees – Executive Director, Ms. Laurie Sheffield James**

d) **Continuing Education Concerns/Queries**

1) **Mandated training for CA's**

2) **Approval of CEU – “The Eclectic Approach”**

3) **CEU's for Board Members**

4) **CEU's for Board Attendees**

e) **Discipline Committee Update**

**5. Massage Petition(s):**

a) **Trudi Martell, (Massage Applicant) –** Petition to waive accreditation requirement by for her non-accredited massage therapy training from *Advanced Fuller School of Massage* in Virginia Beach, VA. This massage therapy program is approved by the State Council of Higher Education for Virginia (SCHEV).

b) **Connie Tiffany, (Massage Applicant) –** Petition to waive accreditation requirement for her non-accredited massage therapy training from *Lake Lanier School of Massage* in Gainesville, GA. This massage therapy program was approved by the State of Georgia Nonpublic Postsecondary Education Commission.

**FYI: Miscellaneous Correspondence for review/discussions**

a) **FSMTB Announces Change to Board of Directors**

**BOARD WORKING LUNCH**

**BOARD OF CHIROPRACTIC AND MASSAGE THERAPY EXAMINERS**  
**GENERAL SESSION BOARD MEETING**

*December 10, 2015*

**Members Present**

Jonathan Nou, D.C., Board President  
David Cox, LMT, Board Vice President  
Ernestine Jones Jolivet, Board Secretary/Treasurer  
Michael Fedorczyk, Fmr. Board President  
Robert Frieman, DC  
Michael Moskowitz, DC  
Gregory Lewis, DC  
Kindra Ingram, DC  
Gwenda Harrison, LMT  
Gloria Boddie-Epps, Consumer Member

**Non-Members Present**

Laurie Sheffield-James, Executive Director  
Adrienne Congo, MS, Deputy Director  
Grant Gerber, AAG, Board Counsel  
James Gamble, Admin Specialist II  
Kristen Neville, DHMH  
Nina Wendt, LMT Body Health Massage  
Keith Scott, DC

**Members Absent:**

Karen Biagiotti, LMT

---

---

Dr. Nou called the meeting to order at 10:00 a.m.

**Review Agenda and Minutes:**

The December 10, 2015 was reviewed by the Board. Dr. Frieman moved to approve the Agenda as written; Dr. Fedorczyk seconded and the motion passed unanimously.

The November 12, 2015, Board Minutes were reviewed by the Board. Dr. Fedorczyk moved to approve the Board Minutes as written; Dr. Frieman seconded and the motion passed unanimously.

**Old Business Summary:**

**a) Committee Membership – Board President, Jonathan Nou, DC**

Dr. Nou generally discussed with the Board on clarification of which subcommittee that each member is currently participating in. Dr. Nou also stated that each subcommittee membership must be changed every six months in accordance with Board statutes. The following recommendations for membership were suggested:

Disciplinary - Chair – Mr. David Cox, LMT, Dr. Kindra Ingram, Dr. Robert Frieman, Ms. Gloria Boddie Epps, Laurie Sheffield James, Executive Director

Bylaws – Chair – Ms. Ernestine Jones Jolivet, Dr. Michael Fedorczyk, Dr. Gregory Lewis, Ms. Ms. Gwenda Harrison, LMT

Regulations – Chair – Mr. David Cox, LMT, Ms. Gwenda Harrison, LMT, Ms. Ernestine Jones Jolivet, Dr. Robert Frieman, Dr. Michael Fedorczyk

Election – Ms. Gwenda Harrison, LMT, Dr. Michael Moskowitz, Laurie Sheffield James, Executive Director

Continuing Education Unit- Dr. Robert Frieman, Ms. Karen Biagiotti, LMT, Ms. Gloria Boddie Epps, Laurie Sheffield James, Executive Director

**b) Paralegal Hiring Process – Executive Director, Ms. Laurie Sheffield James**

Ms. Sheffield James notified the Board that the current vacancy for Compliance Manager was downgraded to Paralegal as a lawyer was not required. Additionally, Ms. Sheffield James advised the Board that 170 applications were received for the aforementioned position. Ms. Sheffield James stated that she vetted the applications to 11 and that they were sent to the Dental Board for whereas to applicants were taken off the hiring list. Ms. Sheffield James also stated she hopes the vacancy will be filled by January 2016.

**New Business Summary:**

**a) Howard County Legislation – HB 1084 – Board Counsel, Mr. Grant Gerber**

The Board reviewed and generally discussed the Howard County Bill. Board Counsel, Mr. Grant Gerber, advised that a meeting between the Howard County government and the BCMTE should occur for the establishment of jurisdiction over all licensed and registered massage therapists in Maryland.

**b) Budget Fund Balance – Executive Director, Ms. Laurie Sheffield James**

Ms. Laurie Sheffield James generally discussed the Board budget.

**c) Expert witness fees – Executive Director, Ms. Laurie Sheffield James**

Ms. Laurie Sheffield James advised the Board that current expert witness fees for the BCMTE are \$50.00 per hour. Ms. Sheffield James recommended that expert witness fees increase to \$75.00 per hour that will include studying of the case, writing evaluations, and writing reviews associated with the case.

Based on this information, Dr. Ingram moved to increase the expert witness fee from \$50.00 to \$75.00 per hour; Dr. Moskowitz seconded and the motion passed unanimously.

**d) Continuing Education Concerns/Queries**

**1) Mandated training for Chiropractic Assistants**

Ms. Sheffield James notified the Board that in the Board regulations that all CA's receive a 103 educational hours and that all classes given at this time are covering only 100 continuing educational hours. Ms. Sheffield James also stated that three hours were intended to be for Jurisprudence instruction and this hasn't

transpired at this time. Additionally, Ms. Sheffield James requested if a three hour jurisprudence class or does the current regulations require revision.

Based on this information, Dr. Ingram moved to not revise the regulations; Ms. Jones Jolivet seconded and the motion passed unanimously.

## **2) Approval of CEU – “The Eclectic Approach”**

Ms. Sheffield James advised the Board that Dr. William Bleam, DC sent a CEU request for approval on December 7, 2015. Additionally, Ms. Sheffield James notified the Board that CEU is required to be submitted to the Board 60 days prior to the course being taken.

Based on this information, Dr. Ingram moved to not accept the CEU credits based upon the lack of time to review and accurately make a decision if credits are appropriate for licensure; Dr. Lewis seconded and the motion was passed unanimously.

## **3) CEU’s for Board Members**

Ms. Sheffield James inquired with the Board if its members can utilize the attendance of a conference/workshop as a CEU. Ms. Sheffield James stated that the class must be an approved CEU course that an individual would bring to their practice for usage.

Based on this information, Ms. Jones Jolivet moved questions regarding CEUs for various conferences where Board members should be sent to CEU committee for further review/determination; Dr. Frieman seconded and the motion was passed unanimously.

## **4) CEU’s for Board Attendees**

Ms. Sheffield James inquired with the Board that she would like to see licensee’s that attend Board meetings receive a certain number of Continuing Education Units and that this practice is currently conducted at other Health Occupation Boards

Based on this information, Dr. Ingram moved to accept the recommendation that licensees who attend monthly Board meetings be taken to the CEU committee for further review/determination; Ms. Harrison seconded and the motion was passed unanimously.

## **e) Discipline Committee Update**

Mr. David Cox notified the Board that the Disciplinary committee is currently devising a process that will allow investigator cases to be closed via email before the aforementioned cases are heard by the entire Board. Mr. Cox stated he would like the Disciplinary committee to present discipline cases to the full Board so all members can keep abreast of the current state of the current caseload. Additionally, Mr. Cox advised that he would like subject matter experts from Board Massage Therapy members and Chiropractic members to review certain cases.

## **Massage Petition(s):**

- a) Trudi Martell, (Massage Applicant) –** Petition to waive accreditation requirement by her non-accredited massage therapy training from *Advanced Fuller School of Massage* in Virginia

Beach, VA. This massage therapy program is approved by the State Council of Higher Education for Virginia (SCHEV).

Based on this information, Mr. Cox moved to allow Ms. Martell's application to continue on in the application process; Ms. Harrison seconded and the motion passed unanimously.

Based on this information, Mr. Cox moved to add *Advanced Fuller School* of Massage in Virginia Beach, VA to the Board's list of approved schools; Ms. Harrison seconded, and the motion passed unanimously.

- b) Connie Tiffany, (Massage Applicant)** – Petition to waive accreditation requirement for her non-accredited massage therapy training from *Lake Lanier School of Massage* in Gainesville, GA. This massage therapy program is approved by the State of Georgia Nonpublic Postsecondary Education Commission.

Based on this information, Ms. Harrison moved to allow Ms. Tiffany's application to continue on in the application process; Dr. Frieman seconded and the motion was passed unanimously.

Based on this information Ms. Harrison moved to add Lake Lanier School of Massage in Gainesville, GA to the Board's list of approved schools; Dr. Frieman seconded and the motion was passed unanimously.

**FYI: Miscellaneous Correspondence for Review/Discussion:**

*Upon motion by Dr. Ingram, seconded by Ms. Harrison, the Board unanimously voted to close General Session at 11:31am.*

**Respectfully Submitted:**



**Ernestine Jones Jolivet**  
**Board Secretary/Treasurer**