

**IDAHO BOARD OF MASSAGE THERAPY**  
**Division of Occupational and Professional Licenses**  
P.O. Box 83720  
Boise, ID 83720-0063

**Minutes of 1/24/2022**

**BOARD MEMBERS PRESENT:** Justin Kobbe Solace - Chair  
Mary Jo White, D.C.  
Riki Nagle-Ker

**BOARD MEMBERS ABSENT:** Carla A Steen

**DIVISION STAFF:** Anne Lawler, Bureau Chief  
Kent Absec, Licensing Program Manager  
John Price, Investigative Unit Manager  
Nicholas Krema, General Counsel  
Landon Brown, Board Prosecutor  
Cesley Metcalfe, Board Support Supervisor  
Bonnie Dodson, Board Support Specialist  
Christian Runnalls, Board Support Specialist  
Candace Villarreal, Licensing Specialist

**OTHERS PRESENT:** Laura Embleton, Government Relations Director,  
Associated Bodywork & Massage Professionals  
Heather Kazmark, American Massage Therapy  
Association  
Barb DeHaan, Idaho Director, Northwest Career  
Colleges

The meeting was called to order at 9:39 AM MST by Justin Kobbe Solace.

**INTRODUCTIONS**

Ms. Lawler introduced herself as the Bureau Chief of the Occupational Licenses Bureau of the Division, and as the Executive Officer of the Board; Kent Absec as the Licensing Program Manager; Cesley Metcalfe as the Board Support Supervisor; Bonnie Dodson and Christian Runnalls as Board Support Specialists; Nicholas Krema as General Counsel; and John Price as the Investigative Unit Program Manager.

**APPROVAL OF MINUTES**

Ms. White made a motion to approve the minutes of 9/20/2021. It was seconded by Ms. Nagle-Ker. Motion carried.

## **DIVISION BUSINESS**

### **LAWS AND RULES**

Ms. Lawler gave a legislative update and stated that the Board's temporary rules will be going to committee next week.

Ms. Lawler also gave an overview of Zero-Based Regulation (ZBR) and stated that the Board is tentatively scheduled to begin its review in 2023. All regulatory boards will also be undergoing a sunset review on their statutes over a five-year period, but a schedule for that has not yet been provided.

### **DIVISION UPDATES**

Ms. Lawler informed the Board that a financial report was unavailable due to issues created by the consolidation of multiple financial systems within the Division. A report will be presented at the next meeting depending on availability from the Finance Department.

Ms. Lawler reviewed the third organization chart showing all employees of the Division. She stated that the Division should be moved into its permanent building by July.

As of January 1, 2022, all Board members will receive an honorarium for each quarterly meeting that they attend.

### **QUARTERLY MEETING DATES**

The Board set its quarterly meeting dates for 2022.

March 14, 2022 at 9:30 AM MDT.

June 6, 2022 at 9:30 AM MDT

September 12, 2022 at 9:30 AM MDT

December 12, 2022 at 9:30 AM MST

### **BOARD MEMBER TRAINING**

Board member training was tabled until the next meeting.

### **BOARD BUSINESS**

#### **CONTINUING EDUCATION AUDIT APPROVAL PROCESS**

Ms. Lawler discussed Board governance versus daily operations in relation to documents for Board review from staff. The Board discussed its current approval process for continuing education audits and options for delegating this task to Division staff.

Ms. Nagle-Kerr made a motion to delegate authority to Division staff to review and approve continuing education audits. Dr. White seconded the motion. Motion carried.

## **TEMPORARY PERMITS AND APPLICATION APPROVAL PROCESS**

The Board discussed its current approval process for temporary permit and licensure applications. After review of the authority granted to Division staff on March 8, 2021 to approve applications, no action was taken.

### [COMPLAINT MEMORANDUM](#)

Mr. Price gave the investigative report, which is linked above.

## **FOR BOARD DETERMINATION**

Dr. White made a motion to approve the Division's recommendations and authorize closure in case number I-MAS-2022-2. It was seconded by Ms. Nagle-Ker. Motion carried.

## **EXECUTIVE SESSION**

Dr. White made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Ms. Nagle-Ker. The vote was Mr. Kobbe-Solace, aye; Ms. Nagle-Ker, aye; and Dr. White aye. Motion carried.

Dr. White made a motion to come out of executive session. It was seconded by Ms. Nagle-Ker. Motion carried.

## **APPLICATIONS**

Ms. Nagle-Ker made a motion to approve the following for licensure:

Eric Barbour	MASA-4537
Eric Duncan	MASA-4553
Gina Stapleton	MASA-4592
Mykayla Bradley	MASA-4642

And to approve the following pending receipt of additional information:

901189492

It was seconded Dr. White. Motion carried.

**NEXT MEETING** March 14, 2022 at 9:30 AM MDT.

## **ADJOURNMENT**

Ms. Nagle-Ker made a motion to adjourn the meeting at 12:53 PM MST. It was seconded by Dr. White. Motion carried.