

Department of Commerce, Community  
and Economic Development

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Division of Corporations, Business  
and Professional Licensing

## **Board of Massage Therapists**

# **Annual Report**

Fiscal Year 2022



Department of Commerce, Community and Economic Development  
Division of Corporations, Business and Professional Licensing  
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**Board of Massage Therapists  
FY 2022 Annual Report**

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Identification of the Board

Board Member	Duty Station	Date Appointed	Term Expires
<b>Jill Motz</b> Licensed Massage Therapist	Wasilla	Jan 23, 2017	Mar 1, 2022
<b>Keli Shew</b> Licensed Massage Therapist	Chugiak	Feb 24, 2022	Mar 1, 2025
<b>Julie Endle</b> Public Member	Palmer	Jan 24, 2019	Mar 1, 2025
<b>Anetta Atwell</b> Licensed Massage Therapist	North Pole	Mar 25, 2022	Mar 1, 2026
<b>Vacant</b> Licensed Massage Therapist			

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Identification of Staff

**David Edwards-Smith - Licensing Examiner**

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**Brian Suprise - Investigator**

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**Marilyn Zimmerman - Paralegal**

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**Board of Massage Therapists  
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**Narrative Statement**

The State of Alaska Board of Massage Therapists licensing program is operating as an established licensing program. Ongoing regulatory obligations have been satisfactorily met. The board can anticipate adjustments to the regulatory framework as the massage profession evolves over time. The board continues to partner with the division of professional licensing to improve efficiency in application processing, reduce program costs and decrease application processing time.

This Board has been successful working as a team to regulate the massage therapy profession in Alaska by issuing licenses to competent and safe therapists. This board has had a large turnover in senior board members in the last year, successfully replacing two with qualified therapists. The board has partnered with the division of professional licensing to discuss new board member training and transition strategies, while asking one experienced board member to continue to serve until new members are trained and gain experience in their roles as board members.

**COVID-19 Board Action:**

The board worked through the challenge of the COVID-19 pandemic in 2021. As the first board to adopt guidance of best practices for health and safety compliance in the massage profession, the board remained dedicated to updating this guidance, as necessary. The board worked to maintain communication with licensed massage therapists as the pandemic evolved.

The board chair attended bi-weekly virtual meetings of board chairs representing health care boards to discuss the challenges of the COVID-19 pandemic. This information was important for all parties in collaborative work to develop a consensus of understandings as many licensed health care providers work in parallel of each other.

**Massage Establishment Regulations:**

Massage establishment regulations were adopted by the office of the governor to finalize the initial regulatory obligations of the board. Regulations included to reflect registration fee as per 12.AAC 396 and investigative fee as per 12 AAC 79.930(b).

**The Board of Massage Therapist General Licensing Data:**

The Board of Massage Therapists program has a total of 1077 active licenses and 8 registered massage establishments.

Currently, 7 massage establishments have been registered.

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**Narrative Statement (continued)**

**Distance Education Accreditation:**

The board adopted the acceptance of two distance accreditation bodies. The Distance Education Accreditation Commission and the Council on Higher Education Accreditation are approved by the board as accrediting bodies for massage therapy distance education programs.

**Continued Education and Parallel Professions:**

The board determined it was important to increase the availability of continued education opportunities for licensed massage therapists. It was approved by the board to accept continued education courses provided by licensed parallel professions that are within the scope of practice for massage therapy. This action allows a licensed massage therapist to attend a course relevant to massage therapy that is presented by a health care provider that practices parallel to a massage therapist. A written explanation of the applicability to the practice of massage therapy as per 08.61.100 is required upon renewal.

**New Chair Election:**

Jill Motz was established by the board as the new chair of the Board of Massage Therapists. She has agreed to fill this role until the board roster is full and all new board members are fully trained.

**FSMTB Membership and Annual Meeting:**

Jill Motz attended a virtual FSMTB meeting to represent the board as a delegate to vote on resolutions that impact the by-laws of the FSMTB.

**Board Transition to New Members:**

This board has brought on two new members and currently seeks a third to begin the process of having a fully trained board to oversee the regulatory process and issuance of licenses. The board will continue to work with the division of boards and commissions to seek out motivated, reliable therapists to fill this empty seat.

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**Budget Recommendations for FY 2023**

Budget Recommendations section anticipates the board's fiscal priorities for the upcoming year. Please complete all parts of this section with details about anticipated meetings, conferences, memberships, supplies, equipment, to other board requests. Meeting expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS). Be sure to explain any items listed as "other" so they may be tracked appropriately.

Board Meeting Date	Location	# Board	# Staff
September 11th - 12th	Anchorage/Video Conference	5	1
<input checked="" type="checkbox"/> Airfare:			\$395.00
<input checked="" type="checkbox"/> Hotel:			\$500.00
<input checked="" type="checkbox"/> Ground:			\$100.00
<input checked="" type="checkbox"/> Other:			\$468.00
<b>Total Estimated Cost:</b>			<b>\$1,463.00</b>

Board Meeting Date	Location	# Board	# Staff
December 7th - 8th	Juneau/Video Conference	5	1
<input type="checkbox"/> Airfare:			
<input type="checkbox"/> Hotel:			
<input type="checkbox"/> Ground:			
<input checked="" type="checkbox"/> Other:			\$468.00
<b>Total Estimated Cost:</b>			<b>\$468.00</b>

Board Meeting Date	Location	# Board	# Staff
February, 2023	Virtual/Zoom	5	1
<input checked="" type="checkbox"/> Airfare:			\$1,962.50
<input checked="" type="checkbox"/> Hotel:			\$1428.20
<input checked="" type="checkbox"/> Ground:			\$100.00
<input checked="" type="checkbox"/> Other:			\$770.00
<b>Total Estimated Cost:</b>			<b>\$4,260.70</b>

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**Budget Recommendations for FY 2023 (continued)**

**Travel Required to Perform Examinations**

Not Applicable

Date	Location	# Board	# Staff

**Description of meeting and its role in supporting the mission of the Board:**

- Airfare:
- Hotel:
- Ground:
- Conference:
- Other:

**Total Estimated Cost:** \$ 0.00

**Travel Required to Perform Examinations**

Not Applicable

Date	Location	# Board	# Staff

**Description of meeting and its role in supporting the mission of the Board:**

- Airfare:
- Hotel:
- Ground:
- Conference:
- Other:

**Total Estimated Cost:** \$ 0.00



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**Budget Recommendations for FY 2023 (continued)**

**Out-of-State Meetings and Additional In-State Travel** (Rank in order of importance)

#1 Rank in Importance or  Not Applicable

Date	Location	# Board	# Staff

**Description of meeting and its role in supporting the mission of the Board:**

Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input type="checkbox"/> Airfare: <input type="checkbox"/> Hotel: <input type="checkbox"/> Ground: <input type="checkbox"/> Conference: <input type="checkbox"/> Other Describe "Other" (break out all sections):				
<b>Net Total:</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00



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**Legislative Recommendations - Proposed Legislation for FY 2023**

**No Recommendations**

The Board has no recommendations for proposed legislation at this time.

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**Recommendations**

The Board has the following recommendations for proposed legislation:

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**Regulation Recommendations - Proposed Regulations for FY 2023**

**No Recommendations**

The Board has no recommendations for proposed regulations at this time.

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**Recommendations**

The Board has the following recommendations for proposed regulations:

**Massage school education requirements:**

The board will be drafting regulations to expedite the licensing process by clarifying the breakdown of education curriculum.

**Concluding licensing period continued education reg project 12.AAC.79.110:**

The board will expedite the licensing renewal process by specifying that continued education must be completed prior to the date of application.

The board will expedite the licensing renewal process by specifying that continued education must be completed prior to the date of application.

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**Goals and Objectives**

**Part I**

**FY 2022's goals and objectives and how they were met:**

**Objective: Establishment Registration Program and Compliance Checks**

The board partnered with the Investigations team to develop compliance checklists consistent with regulation to assist in on-site establishment compliance checks. The ongoing Covid-19 pandemic and staffing issues has prevented regular compliance checks from being carried out.

**Board Transition to New Members:**

This board has successfully transitioned two of its three senior members. The board partnered with the division of professional licensing to discuss board training and transition strategies for these new members and seeks a third to complete a fully staffed volunteer board. Previous senior board members wish to make their knowledge base and experience as available as possible as the board of massage therapists continues to develop over time. These strategies will include additional training resource documents, mentored orientation with a senior board member and in person attendance of the FSMTB annual meeting with a senior board member.

**Additional Goals:**

Conduct an in-person meeting associated with legislative session to take steps to meet in person and educate the legislative of human trafficking concerns and the profession of massage therapy.

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**Goals and Objectives (continued)**

**Part II**

**FY 2023's goals and objectives, and proposed methods to achieve them.**

**Describe any strengths, weaknesses, opportunities, threats and required resources:**

**Operating Budget:**

The board will continue operate with a positive budget to meet board goals and objectives. National Representation Continue representation at the national level including sending board appointed member staff to valued conferences that are relevant to regulation and board related activities.

**Annual In-State In person Meeting:**

The board has identified a significant value in holding a yearly in-person town hall forum to address questions presented by the public regarding the board of massage therapy. This forum provides valuable feedback to the boards goals of objective to continue to improve the application process and its knowledge of the massage profession as it pertains to Alaska.

**Certified Translator:**

The board has identified that a certified translator will need to be determined in the event that application information requires language translation.

**Board Transition to New Members:**

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Sunset Audit Recommendations

Date of Last Legislative Audit: 10/11/2017

Board Sunset Date: 06/30/2024

**Audit Recommendation:**

Improvements are needed to comply with the federal standards over criminal history record information obtained as part of the licensing process

**Action Taken:**

Implementation of OnBoard for secure transmission of confidential materials, additional disclosure information relating to fingerprint cards and background reports was included on the board's website and in applications.

**Next Steps:**

N/A

Completed:  No  Yes

If yes, date completed: 03/28/2019

**Audit Recommendation:**

Recommendation to work to fill the public member position.

**Action Taken:**

The Board of Massage Therapists successfully worked with the legislature to enact a statutory change to address the stringent requirements that made it difficult to find applicants for the public member board seat. A public board member was seated in January of 2019.

**Next Steps:**

N/A

Completed:  No  Yes

If yes, date completed: 01/22/2019

**Audit Recommendation:**

Division of Corporations, Business, and Professional Licensing's (DCBPL) director, in consultation with the Board of Massage Therapists (board), should take action to improve procedures to ensure licensure requirements are met.

**Action Taken:**

Additional training and amendments to policies and procedures have been implemented.

**Next Steps:**

Continued monitoring of current policy and procedures.

Completed:  No  Yes

If yes, date completed: Ongoing