

1 State of Alaska
2 Department of Commerce, Community and Economic Development
3 Division of Corporations, Business and Professional Licensing
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5 BOARD OF MASSAGE THERAPISTS
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7 MINUTES OF THE MEETING
8 March 6th & March 7th 2017
9

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11 By authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a
12 scheduled meeting of the Board of Massage Therapists was held at the State Office Building, in
13 Juneau Alaska on Monday, March 6th and Tuesday March 7th 2017.
14

15 Day 1

16 Agenda item 1 Call to order/Roll call:
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18 The meeting was called to order by Chair, David Edwards-Smith at 8:32 am
19

20 Board Members present, constituting a quorum:
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22 David Edwards-Smith, Licensed Massage Therapist
23 Ron Gibbs, Licensed Massage Therapist
24 Traci Gilmour, Licensed Massage Therapist
25 Shirley Nelson, Public Member-telephonically
26 Jill Motz, Licenses Massage Therapist
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28 Division Staff present:
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30 Dawn Hannasch, Occupational Licensing Examiner
31 Janey Hovenden, Division Director-9:00 am -10:00 am
32 Martha Hewlett, Administrative Officer-9:00 am-10:00 am
33 Jasmin Batista, Investigator 1:30 pm-1:43 pm-telephonically
34

35 Members from the public:
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37 Ed Toal: Licensed Massage Therapist, Certified ROLF, Reginal Chair for the Rolf
38 Institute Structural Integrations, Representative of Alaska ROLFERS and other
39 Structural Integration practitioners-telephonically
40 Tammy Gifford ACC Graduate-telephonically
41

42 The Board welcomed new Board Members Jill Motz. Jill is a Licensed Massage Therapist who has
43 practiced in Alaska for over a decade. Board member Traci Gilmour stated that the Board is a hard
44 working team and that Ms. Motz will be an excellent addition.
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Agenda Item 2 Review/Approve the agenda

Board Chair David Edwards-Smith initiated discussion on reviewing the agenda for March 6th & March 7th 2017.

On a motion duly made by Ron Gibbs, seconded by Traci Gilmour, and approved unanimously, it was:

RESOLVED to approve the agenda as is

Agenda item 3 Review/Approve past meeting minutes

Hearing no changes to the agenda, Mr. Edwards-Smith prompted the Board to review the meeting minutes from December 1st & 2nd, 2016 and from the teleconference on January 30th 2017.

On a motion duly made by Traci Gilmour, seconded by Ron Gibbs, and approved Unanimously, it was:

RESOLVED to approve the meeting minutes as written from December 1st & 2nd 2016 meeting.

Chair, David Edwards-Smith requested a change on page #2 of the January 2017 meeting minutes. The term “drafted language” replaced “bill”.

On a motion duly made by Ron Gibbs, seconded by Traci Gilmour, and approved Unanimously, it was:

RESOLVED to approve the meeting minutes as amended from the January 30th, 2017 teleconference meeting minutes

Agenda item 4 Ethics report

There were no ethics to report

Break 8:47 am-9:00 am

Division Director, Janey Hovenden joined the meeting at 8:55 am

Administrative Officer, Martha Hewlett joined the meeting at 9:00 am

Agenda item 5 Division/Financial update

Hearing nothing to report, Chair Edwards-Smith invited Director Hovenden to the table. The Board along with Director Hovenden and Administrative Office Martha Hewlett review the programs financial report for fiscal year 2017 1st quarter. The program shows a surplus at this time.

Director Hovenden reviewed the fee analysis work sheet with the Board. She explained that it is important that the Board have enough money to cover their operating expenses in a non-renewal

91 year as well as the ability to cover any large investigations that might occur. It was determined that
92 the licensure base may grow at about 100 new licenses each fiscal year. This information is valuable
93 as the Division determines future financial needs as well as income on the Boards behalf. Ms.
94 Gilmour reported that all of the Legislators that she has spoken to would like to see the fees
95 lowered, as would the Board. Chair Edwards-Smith also wants the Board to consider the
96 “unknowable’s” that are a potential when such a new program. Occupation Licensing Examiner,
97 Dawn Hannasch informed the Board that at this time there are 1034 active licenses in Alaska. Board
98 member Jill Mots inquired from Director Hovenden the cost of Investigations in fiscal year 2016,
99 with the understanding that investigations may slow down now that the majority of applicants have
100 their licenses. Director Hovenden reported that amount at \$11,039.00. The Board will review the
101 few analysis work sheets during tomorrow’s meeting and make its recommendations to the Division
102 Director Hovenden will take the Board recommendations into consideration as she makes the final
103 decision.

104 Director Hovenden also reviewed the status of HB90 with the Board. At this time the bill has
105 moved out of Labor & Commissions and into the House of Finance. This bill would assign a
106 “surcharge” to every applicate to cover investigative cost. For more information regarding HB90,
107 please visit the Alaska Legislators home page. The Board believes that if this is put into law that it
108 might end up saving their licensure base fees.

109 Break 10:01 am-10:06 am

110 **Agenda item 6** **Regulations/Statute project review**

111 **A. 12 AAC 79.210**

112 The Board reviewed the final draft from law. It was decided that 12 AAC 79.210 (d) (2) should read
113 as follows:

114 *(2) regionally or nationally accredited institution of higher education; a*
115 *course, seminar workshop, or other program through that institution must be approved by the board*
116 *as directly related to the skills and knowledge required for the practice of massage therapy, and*
117 *includes a blood borne pathogens and universal **and standard** precautions course under (c) of this*
118 *section; or*

119
120 **In a motion duly made by Traci Gilmour and seconded by Ron Gibbs, with a roll call vote it**
121 **was:**

122
123 **RESOLVED to add “and standard” to 12 AAC 79.210(d)(2) and send the**
124 **regulations out for public comments.**

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126 **Traci Gilmour-Yes**

127 **Ron Gibbs-Yes**

128 **Jill Motz-Yes**

129 **Shirley Nelson-Yes**

130 **David Edwards-Smith-Yes**

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The word's "**and standard**" must also be added in 12 AAC 79.990 (a) (2).

*(2) "universal "**and standard**" precautions" means the infectious control precautions that are recommended by the United States Department of Health and Human Services, Centers for Disease Control and Prevention, to be used to prevent the transmission of blood borne germs such as human immunodeficiency virus and hepatitis B virus.*

In a motion duly made by Traci Gilmour and seconded by Ron Gibbs, with a roll call vote it was:

RESOLVED to add "and standard" to 12 AAC 79.990(a)(2) and send the regulations out for public comments.

- Traci Gilmour-Yes**
- Ron Gibbs-Yes**
- Jill Motz-Yes**
- Shirley Nelson-Yes**
- David Edwards-Smith-Yes**

B. HB 110 update:

Hearing nothing further on the regulations project, the Chair encouraged discussion from the Board on HB110. Board member Ron Gibbs recommended that the Board consider requesting that the legislators remove the exemptions language. Traci Gilmore supported that suggestion. David Edwards-Smith reminded the Board that the Establishment Licensing portion of the bill is the Board's greatest concern at this time. It was decided that Board Chair David Edwards-Smith would draft a position statement to be sent to Rep. Sam Kito who is the sponsor of HB110.

The letter will read:

"The Board would support changes to HB110 and respectfully ask for your consideration.

After much discussion and reevaluation of the existing statute, we have come to the understanding that the exemption language is acceptable as written is statute and would support removal of that portion of the language.

We feel the Establishment portion of the language is too important to lose and feel that this has impeded any hope for progress through committee.

Thank you for your consideration and for meeting with Mr. David Edwards-Smith and Ms. Jill Motz."

171 Discussion of HB110 continued as the Board discussed the increase of required education from 500
172 hours to 625 hours. Ron Gibbs was concerned that only 6 States in the Country have that same
173 requirement. Traci Gilmour disagrees that it will be difficult. There are many avenues to obtain the
174 required hours. Occupational Licensing Examiner Dawn Hannasch interjected that many of the
175 transcripts that she reviews have much more than the required 500 hours. David Edwards-Smith
176 added that at the latest FSMTB's meeting, many states voiced their support and desire to have this
177 change as the national standard.

178
179 The Board noted that the Division has to provide the requested fee information for establishment
180 licensing that the Board requested last summer. The Board believes that they should plan for about
181 150 establishment's licenses in Alaska. Traci Gilmour referenced a story from the Anchorage Daily
182 Dispatch to reiterate with the Board that this law is essential at combating human trafficking in our
183 State. The Rainbow Day Spa had been raided in 2014 or 2015 twice in one week and a total of 8
184 times since 2002. According to the FBI Investigator, people were living and being "kept" on sight.
185 Traci Gilmour will be having a discussion with Deputy Commissioner Cashen on March 7th 2017, to
186 garner support for HB110. The establishment licensing portion of HB110 would be a great tool that
187 the Human Trafficking Task Force would be able to benefit from significantly. Traci Gilmour
188 requested that any further discussion on HB110 be tabled until after her meeting with DC Cashen.

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191 **C. HB145 update**

192 Chair, David Edwards-Smith then directed the Board's attention to a discussion on HB145. Board
193 member Shirley Nelson stated for the record that fingerprints don't change. However Traci Gilmour
194 informed the Board that fingerprints are not kept after they are processed. They are destroyed.
195 David Edwards-Smith read a letter that he wrote:

196
197 *"The Professionals licensing of Massage Therapists is a new program in Alaska and in comparison
198 to other programs stands unique. The fingerprint requirement upon license renewal is an unfortunate
199 and nessacary burden of the massage therapy profession. Massage therapy profession is burdened with
200 fraud, prostitution and human and sex trafficking. The Board of Massage Therapists is aware of the
201 notable number of transient license applicants. The Division does not specifically track this data and
202 we are interested in this information. Transients have been linked to illegal practices such as massage.
203 The purpose of fingerprinting at renewal is to obtain a federal background check to inform the
204 Department of the criminal violations that occurs when a licensed Alaskan Massage Therapists
205 practices in another State.*

206
207 *Our Board has now worked with 3 different licensing examiners, at first their questions of "how can
208 we ask applicants to fingerprint on renewal" that question quickly transforms to "how can you not
209 fingerprint".*

210
211 *Here are some statistics of your current Alaskan license population:*

- 212 ● *Active Alaskan licenses: 1014*
- 213 ● *In process application: 161*

- 214 • *Probationary licenses: 3*
- 215 • *Rough estimate of 3 in 10 applicants that have “yes” answers of criminal convictions on their*
- 216 *licensing application.”*

217
218 Ron Gibbs stated that he is not in favor of fingerprinting at every renewal. The number of incoming
219 licenses does not justify the burden. A state background check would give us the information that
220 we needed without holding up renewals. Traci Gilmour echoed Mr. Gibbs statement about a state
221 background check. Jill Motz suggested that the fingerprints for a national and state background
222 check be required every 5 years. After further discussion and suggestions the Board decided that
223 Traci Gilmour will write a letter of support on behalf of the Board for HB145 as follows:

224
225 *“Representatives Westlake and LeDoux,*

226
227 *The Board appreciates the time you took to meet with Mr. David Edwards-Smith and Mr. Ron*
228 *Gibbs.*

229
230 *We would like to show our support for HB145 and respectfully request a change in language.*

231
232 *The Board supports a change to the language as outlined below:*

233
234 *The Alaska Massage Therapists Board supports a state background for the 2017 and 2019*
235 *renewal periods. The Alaska Massage Therapists Board supports a National background check for*
236 *the 2021 renewal period triggered by fingerprinting.*

237
238 *We would also support a rural exemption to any future fingerprinting requirements but continue to*
239 *support a State background check for rural applicants. The rural exemption would be only for*
240 *villages and communities without fingerprinting services readily available or accessible.*

241
242 *This would be effective July 1, 2017.*

243
244 *Thank you for considering our position on HB145”*

245
246
247 **D. Guidelines for Apprenticeship Programs in Alaska**

248
249 David Edwards-Smith initiated conversation about the drafted regulations for Apprenticeship
250 programs in Alaska. After much research, the Board discovered that they do not have the statutory
251 authority to regulate apprenticeship programs. Instead the Board will be working on providing a
252 “guideline” to those who would like to either participate as an apprentice or train one. Any further
253 discussion was tabled until Tuesday, March 7, 2017.

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E. Disciplinary Matrix regulations project

Hearing nothing further, David Edwards-Smith moved the Boards discussion onto the disciplinary matrix that is used by staff when determining if a “yes” answer should go to investigations for review. It was recommended by the Department of Law that this information be in regulations.

In a motion duly made by Traci Gilmour and seconded by Jill Motz with a roll call vote, it was:

Resolved to submit the following language to Jun Maiquis as a new regulations Project:

Traci Gilmour-Yes

Ron Gibbs-Yes

Jill Motz-Yes

Shirley Nelson-Yes

David Edwards-Smith-Yes

“The Board of Massage Therapists has determined, at its November 5-6, 2015 meeting, that the disclosure of one (or more) of the following convictions on an application or in a criminal background check will not result in a referral to investigations unless the division in its discretion reasonably believes that an attempt to secure a license through fraud, deceit or misrepresentation has occurred.

- *Traffic Violations (minor), including but not limited to:*

- Reckless driving

- Driving without a license/ suspended license

- Speeding tickets, other minor moving violation

- Driving without Insurance

- Jaywalking

- *Fish and Game Violations*

- *Animal offenses (excluding animal cruelty or abuse) – conviction older than 10 years from application*

- *Petty crimes (misdemeanors) conviction older than 5 years from application, including but not limited to:*

- Shoplifting

- Bounced/ bad checks

- Minor theft charges

- Littering

- *Misdemeanor offense against property– conviction older than 5 years from date of application*

- 299 • *Burglary conviction more than 10 years from date of application*
- 300 • *Underage drinking*
- 301 • *Possession or Use of Marijuana – single offense (Federal)*
- 302 • *Driving Under the Influence/ Driving While Intoxicated convictions – no more than 2 in a*
- 303 *10-year period*
- 304 • *Disorderly Conduct*
- 305 • *Public Inebriation – single offense*
- 306 • *Harassment – conviction more than 5 years ago from date of application*
- 307 • *Misdemeanor Assault – conviction more than 5 years from date of application”*

308

309 The Board recessed for lunch 11:58 am – 1:00 pm

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311 **Agenda item Application Review**

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313 Occupational Licensing Examiner Dawn Hannasch presented 3 completed files to the Board. The
314 majority of all applications are reviewed electronically in-between Board meetings.

315

316 **In a motion duly made by Traci Gilmour and seconded by Ron Gibbs with a roll call vote it
317 was:**

318 **Resolved to approve the full, unrestricted massage therapists license of Liu Jinjrong**

319

320 **Traci Gilmour-Yes**

321 **Ron Gibbs-Yes**

322 **Jill Motz-Yes**

323 **Shirley Nelson-Abstain**

324 **David Edwards-Smith-Yes**

325

326

327 **In a motion duly made by Traci Gilmour and seconded by Ron Gibbs with a roll call vote it
328 was:**

329 **Resolved to approve the full, unrestricted massage therapists license of Jie Cates**

330

331 **Traci Gilmour-Yes**

332 **Ron Gibbs-Yes**

333 **Jill Motz-Yes**

334 **Shirley Nelson-Abstain**

335 **David Edwards-Smith-Yes**

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337

338 **In a motion duly made by Ron Gibbs and seconded by Traci Gilmour with a roll call vote it
339 was:**

340 **Resolved to approve the full, unrestricted massage therapists license of Jada**

341 **Humphrey**

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343 **Traci Gilmour-Yes**

344 **Ron Gibbs-Yes**

345 **Jill Motz-Yes**

346 **Shirley Nelson-Yes**

347 **David Edwards-Smith-Yes**

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349 **Agenda item 8** **Investigative report**

350

351 Investigator, Jasmin Bautista joined the meeting via teleconference at 1:30 pm to provide the Board
352 with her report. The report is from November 29th 2016 through February 28th, 2017. Investigator
353 Bautista reported that the Division opened 14 matters and closed 9. 10 matters remain open.

354

355 Board member, Jill Motz inquired as to what would “trigger” a license to be put onto probations?
356 Investigator Bautista reported that a license can end up with probation for items such as
357 falsification, past criminal convictions or even past substance abuse.

358

359 Board member, Ron Gibbs inquired from Ms. Bautista if she had a ball park figure of what the
360 Boards costs of a license denial’s. Ms Bautista informed the Board that once a denied license file
361 goes into an appeal, the Investigators clock stops and the Board is not incurring their fees. The cost
362 will come from the Department of Law and the Occupational Licensing Examiner’s time. The
363 Board is very conscious of its operating budget and would like to keep investigations to only the
364 essential needs. The disciplinary matrix purposed regulations will also help with that.

365

366 Break 1:45 pm-1:48 pm

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368 From 1:48 pm until 2:00 15 pm the Board reviewed newly received information regarding the
369 scheduled full Board interview at 2:30 pm

370

371

372 **Agenda item** **Public Comment**

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374

375 1. Amanda Gifford: ACC graduate, license application pending. Ms Gifford wanted to express
376 her concerns to the Board regarding the renewal date (September 30th of every odd
377 numbered year), that all licenses expire at the same time and that this could significantly slow
378 down the renewal process. She also voiced concerns over the regulations that require all
379 licenses to pay the renewal fees, submit new fingerprints and to have completed their 6
380 continuing educational requirements.

381

382 The Board thanks Ms. Gifford for taking the time to provide her opinion, thoughts and suggestions
383 to the Board.

384

385 2. Edward Toal: Certified ROLFERS, Reginal Chair for the Rolf Institute Structural
386 Integrations, Representative of Alaska ROLFERS and other Structural Integration
387 Practitioner’s. Mr. Toal congratulated the Board on the quality of their meeting, the
388 productive discussion and the smooth public process that they have demonstrated during
389 their meeting. Mr. Toal was going to read a letter of clarification, however after hearing the
390 Board discussion earlier in the day; he does not believe that it will be necessary to do so. It

391 appears that all are in agreement on HB110 at this time. Mr. Toal will forward statement to
392 the Licensing Examiner and to the Bill Sponsor's.

393

394 3. Edward Toal: Licensed Massage Therapist in the State of Alaska. Mr. Toal has requested that
395 the Board Chair, David Edwards-Smith submit written amended testimony to
396 Representative Kito and the members of the Labor and Commerce Commission for his
397 comments during his testimony in front of the Labor and Commerce Committee on
398 February 15, 2017. Mr. Toal believes that Mr. Edwards-Smith' comments were incorrect;
399 specifically the comment that the "1000+ massage therapists in the state could avoid
400 licensing by hanging a ROLFERS sign outside of their office and that potential loopholes
401 have been identified that could allow sex traffickers to avoid prosecution by claiming that
402 they are ROLFERS." This is false as all ROLFERS must be a graduate of a ISAI approved
403 training in order to claim the exemption and that the credentials can/must be verified.
404 Legislators and the public should be able to rely on members of the Board to provide
405 truthful and completed testimony. Mr. Toal also added to his testimony that he has
406 concerns about Occupational Licensing Examiner Dawn Hannasch attending the Executive
407 Directors Summit thought the FSMTB in March. Mr. Toal cautioned the Board that this has
408 the appearance of impropriety because one may wonder what FSMTB is getting out of it.
409 They are a nonprofit agency and theoretically they would be watching the expenses. What is
410 their motivation? Seem like they are well intentioned, it would appear that way to a Massage
411 Therapy Board. However with other National Organizations, FSMTB doesn't have a great
412 reputation. The have a monopoly on the MBLEX and did not keep their word on the
413 continuing education portion with NCBTMB. They are an insider trade group that doesn't
414 have a good reputation in the field. Mr. Toal cautioned the Board that as a LMT he doesn't
415 want his Board or the State official influenced by the FSMTB.

416
417 The Board thanks Mr. Toal for taking the time to provide his opinion, thoughts and suggestions in
418 his different capacities to the Board.

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420 Break 2:27 pm – 2:30 pm

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423 **Agenda item 9** **Full Board Interview**

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425 The Board welcomed applicant Kiemonte Blueford and his attorney Maeve Kendal to the meeting
426 telephonically.

427
428 Ms. Kendal requested that Mr. Blueford provide his testimony in executive session.

429
430 **In accordance with the provision of Alaska Statute 44.62.310 (c), I Ron Gibbs move to go**
431 **into executive session for the purpose of discussion (2) subjects that tend to prejudice the**
432 **reputation and character of any person, provided the person may request a public**
433 **discussion. Seconded by Traci Gilmour, with unanimous consent.**

434
435 **Executive session 2:33 pm to 3:05 pm.**

436

437 The Board then discussed a pending application file until 3:26 pm. At which time the Board recessed
438 until 11:00 am on Tuesday the 7th, to attend numerous meeting with Legislators regarding HB90,
439 HB110 & HB145 Monday Afternoon and Tuesday morning.

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442 **State of Alaska**
443 **Department of Commerce, Community and Economic Development**
444 **Division of Corporations, Business and Professional Licensing**

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446 **BOARD OF MASSAGE THERAPISTS**

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448 **MINUTES OF THE MEETING**
449 **March 6th & March 7th 2017**

450
451 **Day 2**

452 **Agenda item Call to order/Roll call:**

453
454 The meeting was called to order by Chair, David Edwards-Smith at 11:01 am

455
456 **Board Members present, constituting a quorum:**

457
458 David Edwards-Smith, Licensed Massage Therapist
459 Ron Gibbs, Licensed Massage Therapist
460 Traci Gilmour, Licensed Massage Therapist
461 Shirley Nelson, Public Member-telephonically
462 Jill Motz, Licenses Massage Therapist

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464 **Division Staff present:**

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466 Dawn Hannasch, Occupational Licensing Examiner
467 Janey Hovenden, Division Director-12:30 pm – 1:30 pm

468
469 **Members from the public:**

470
471 Ed Toal: Licensed Massage Therapist, Certified ROLFER, Reginal Chair for the Rolf
472 Institute Structural Integrations, Representative of Alaska ROLFERS and other
473 Structural Integration practitioners-telephonically

474
475 **Agenda item Review the Agenda**

476
477 The Board reviewed the day's agenda and added the subject of human trafficking to the Report on
478 Representative/ Legislators meeting, time with Director Hovenden at 12:30 to continue with the fee
479 analysis and time to finish reviewing the incomplete application from yesterday afternoon.

480
481 **In a motion duly made by Traci Gilmour and seconded by Jill Motz, with unanimous**
482 **consent it was;**

483
484 **Resolved to accept the agenda as amended**

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Agenda item **Report on Representative/Legislative meetings**

Board members David Edwards-Smith and Ron Gibbs met with the sponsors of HB 145. They were able to share the Boards position of having fingerprints due every 3rd renewal cycle and just a State of Alaska background check at all other renewals. We are seeing that Legislators are genuinely listening and concerned about what is happening with the practice of massage therapy.

Board members Traci Gilmour and Jill Motz had the opportunity to meet with Deputy Commissioner Cashen with the Dept. of Labor. HB110 was discussed in details. The Board believes that HB110 (Establishments licensing) will be a huge asset to the human trafficking task force here in Alaska. They were able to make excellent contacts and garner support for HB110.

Board members David Edwards-Smith and Jill Motz met with Representative Kito. They had the opportunity to express the Boards position regarding HB110 and the importance of the establishment licensing portion of that bill.

Agenda item 10 **New Business**

A. Massage school accreditations

Ron Gibbs, through the Chair led the discussion on how other States are using lists that they have created to identify accredited massage schools in their state. Ron Gibb’s encouraged the other members to make sure when they are doing their review of completed application, to make sure that they are double checking the school meets Alaska standard. David Edwards-Smith requested that Ron Gibbs provide the Board with what criteria California used to determine accreditation. Jill Motz also suggested that the Board use the list on AMTA and AMP.

B. Open meeting act review

Hearing nothing further, the Chair recognized Traci Gilmour to open a discussion regarding The Open Meetings Act. Occupational Licensing Examiner Dawn Hannasch was able to provide the Board with clarification when it comes to the Board communicating directly with the public. The Board was encouraged to only offer information to the public that may contact them directly (which they should never do) what is already public information. They are not to speak on behalf of the Board or offer their opinions without the Boards authority to do so.

C. Renewal questions and concerns

The Chair recognized Occupational Licensing Examiner, Dawn Hannasch. Ms. Hannasch provided the Board with a copy of their current Statute and Regulations concerning renewals for the massage therapist licenses. Ms. Hannasch voiced concern that that the continuing education requirements may need to be reviewed before the renewal in September 2017. It was reported that many licenses have contacted the Division for clarification and to voice their concerns regarding the current CE requirements. The Board looked at a few different solutions and had excellent discussion on the

580 **David Edwards-Smith-Yes**

581

582 Lunch Break 1:30 pm – 1:50 pm

583

584 Board member Shirley Nelson left the meeting at 1:52 pm.

585

586 **Agenda item 9 Full Board Interview-Board discussion continued**

587

588 **In accordance with the provision of Alaska Statute 44.62.310 (c), I Ron Gibbs move to go**
589 **into executive session for the purpose of discussion (2) subjects that tend to prejudice the**
590 **reputation and character of any person, provided the person may request a public**
591 **discussion. Seconded by Jill Motz, with unanimous consent.**

592

593 Executive Session from 1:55 pm – 2:21 pm

594

595 Occupational Licensing Examiner will work alongside the Boards Investigator Jasmin Bautista to
596 complete the file.

597

598 **Agenda item 11 Old Business**

599

600 **A. Past task's status**

601

602 The Chair, David Edwards-Smith reviewed the task list from the December 2016 meeting with the
603 Board. It was reported that all tasks have been completed.

604

605 **B. Update the FAQ'S on the website**

606

607 The Chair then directed the Boards attention to the outdated FAQ's that are on the Boards website.
608 The Board reviewed and discussed all 20 questions. Many were either updated or replaced with more
609 pertinent information. Occupational Licensing Examiner Dawn Hannasch will send a draft to the
610 Board for review, once it is completed. The Board will then bring any other suggestions to the July
611 meeting.

612

613 **C. Fingerprint Requirements**

614

615 This topic was covered during the discussion about HB145

616

617

618 **Agenda Item 12 Task List**

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620

| Task | Who to complete | When is the deadline? | Dawn to Distribute to the Board? |
|------------------------------------|---------------------|-----------------------|----------------------------------|
| Write a letter of support for HB90 | David Edwards-Smith | ASAP | Yes |

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Board member Tracy Gilmour, through the Chair requested a change in the dates of the October 2017 meeting. Board members will each look at their schedules and a final date will be chosen at the July 2017 meeting.

Board Chairmen, David Edwards-Smith sign the 6 wall certificates and the corrected/updated meeting minutes from December 2016 and January 2017.

Hearing nothing further, the Chair entertained a motion to adjourn.


In a motion duly made by Traci Gilmour and seconded by Ron Gibbs with unanimous consent, it was:

Resolved to adjourn at 3:22 pm

Respectfully Submitted,


Dawn K Hannasch, Licensing Examiner

8-11-17
Date


David Edwards-Smith, Boards Chair

8-11-17
Date