



**Alaska Board of Massage Therapists – March 6, 2025 – Regular Meeting**  
Alaska Division of Corporations, Business and Professional Licensing

Time: March 6, 2025, 9:00 AM Alaska

**Attendance**

**Board Members:**

Annetta Atwell, Licensed Massage Therapist  
Emily Foster, Licensed Massage Therapist  
Michelle Steiner, Licensed Massage Therapist

**DCBPL State of Alaska Staff:**

David Edwards-Smith, Occupational Licensing Examiner  
Reid Bowman, Program Coordinator II  
Jennifer Summers, Senior Investigator  
Roger Rouse, Investigator

**Public Attendance:** Seth Dinkel Government Relations, Federation of State Massage Therapy Boards, (FSMTB), Lura Puryear, Association Bodywork Massage Professionals, (ABMP).

**1. Roll Call - 9:05 AM**

Board Members Present: Annetta Atwell, Emily Foster, Michelle Steiner

**2. Review/Approve Agenda - 9:05**

Chair Atwell asked the board to present amendments to the agenda. None were presented.

**A motion made by Emily Foster, seconded by Michelle Steiner, and passed with unanimous roll call vote; it was RESOLVED to APPROVE the agenda as written.**

**3. Ethics Review/Disclosure**

Chair Atwell requested the board to disclose any ethics reports for the record. No disclosures were presented.

**4. Strategic Planning**

OLE Edwards-Smith presented that board with worksheets for the board to review as they work to develop strategic planning for the Board of Massage Therapists. OLE Edwards-Smith reviewed strategic planning as a means to prioritize projects and more clearly identify resources, opportunities and stakeholders. Emily suggested that the board review the strategic planning documents over the next few months to discuss at the next board meeting.

**5. Election of Board of Massage Therapists Vice Chair**

OLE Edwards-Smith informed the board that a new board vice chair would need to be elected with the

end of the term of the former vice chair, Julie Endle. OLE Edwards-Smith describes the duties and responsibilities to the board. Chair Atwell asked the board for a motion to elect a new vice chair. Program Coordinator II Bowman suggested that Ms. Foster accepts the nomination of vice chair. With Ms. Foster's acceptance of the nomination Chair Atwell called for a roll call vote.

**A motion made by Emily Foster, seconded by Michelle Steiner, and passed with a roll call vote; it was RESOLVED to APPROVE the EMILY FOSTER to serve as vice-chair of the Board of Massage Therapists.**

*Break at 9:27 On Record at 9:32*

Roll Call: Annetta Atwell, Michelle Steiner, Emily Foster

#### **5. Public Comment 9:32 AM**

OLE Edwards-Smith informed Chair Atwell that there was no one scheduled for public comment. Chair Atwell asked for public comment to remain open to give the public an opportunity to log into the meeting.

*Public Comment Closed at 9:53*

*Break at 9:48 On Record at 9:54*

Roll Call: Annetta Atwell, Julie Endle, Emily Foster

#### **6. Board Meeting Schedule**

The board discussed their scheduled and determined that following dates for the remainder of the 2025 scheduled meetings: *June 5 Video Conference, September 4 in person in Anchorage with a town hall forum on September 5 and December 4 Video Conference.*

#### **7. FSMTB Annual Meeting 2025**

OLE Edwards-Smith informed the board that the Federation of State Massage Therapy Boards have changed their policy to fund the two board members to participate in the annual meeting. It was determined by the FSMTB that this will be helpful in introducing new board members to the board resources that are provided by the FSMTB. Chair Atwell asked for a motion to approve two board members to attend this year's annual meeting that will be taking place in Kansas City Missouri, October 5-6, 2025.

**A motion made by Emily Foster, seconded by Michelle Steiner, and passed with a roll call vote; it was RESOLVED to APPROVE Emily Foster and Michelle Steiner to represent the Board of Massage Therapist as Delegate at the 2025 FSMTB annual meeting.**

#### **8. FSMTB 2025 Executive Summit**

OLE Edwards-Smith informed the board that he is scheduled to attend the FSMTB 2025 Executive Summit that will be taking place April 2-4, 2025. There is expected to be a hackathon style discussion about apprenticeship programs that member states will be participating in. OLE Edwards-Smith will provide a report to the board of the outcomes of these discussions for the next scheduled board meeting.

*10:15 Investigator Roger Rouse Joins the Meeting*

## **9. Investigations**

- Investigative Report

Roger Rouse presented the investigative report. There are 14 open cases. 7 of those are continuing education and 7 of them are complaints or violations that are being investigated. There are 6 closed cases. There were no questions from the board.

*10:15 Senior Investigator Jenni Summers Joins the Meeting*

## **11. Consent Agreement Case Review**

In a motion made by Emily Foster, seconded by Michelle Steiner, and passed with unanimous roll call vote, it was **RESOLVED** to enter EXECUTIVE SESSION in accordance with AS 44.62.310(c), and Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion. Board staff is intended to attend executive session.

*Off Record at 11:02 On Record at 11:15*

*Roll Call: Annetta Atwell, Julie Endle, Emily Foster*

A motion made by Michelle Steiner, seconded by Emily Foster, and passed with a roll call vote; it was **RESOLVED** to **APPROVE** the **CONSENT AGREEMENT** for Kim Lily, case 2024-000535.

## **11. Division Financial Quarterly Report FY 25 2<sup>nd</sup> Quarter**

Chair Atwell reviewed the report with the board. Chair Atwell expects that an increase in licensing fees will go into effect sometime within the next year. She reiterated that the board of massage therapists does not set the fees for the licensing program. This is determined by the division of professional licensing.

## **12. Mandatory Reporting**

Chair Atwell shared information about the healthcare worker mandatory reporting. She expressed the importance of massage therapists to understand that mandatory is a responsibility of licensed health care workers. Michelle Steiner made the point that there are online training courses available on this subject.

## **13. Apprentice Program Review 2:54**

Chair Atwell briefly reviewed the draft language that was completed in December 2024. Chair Atwell informed the board that she expects that there will be more information available to the

board at the next meeting for the board to move forward with a regulations project that will define approved apprenticeship programs.

**A motion made by Michelle Steiner, seconded by Emily Foster, and passed with unanimous consent to adjourn the meeting.**

***Adjourn 11:45***

