



**Alaska Board of Massage Therapists – October 3, 2025 – Regular Meeting**  
Alaska Division of Corporations, Business and Professional Licensing

Time: October 3, 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  
Shane Bannarbie, Program Coordinator I  
Jennifer Summers, Senior Investigator  
Roger Rouse, Investigator

**Public Attendance:** Seth Dinkel & Elise Baine, Government Relations, Federation of State Massage Therapy Boards, (FSMTB)

**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**

Chair Atwell reviewed the strategic plan with the board. The consensus of the board was to continue to work to provide clarity on board approved apprenticeship models and to develop a strategic plan to recommend statutory changes that would improve the state reciprocity with applications by credentials.

## **5. Public Comment 9:40 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 9:55*

## **6. Administrative Business**

### **Board Minutes**

Chair Atwell asked the board if there were any amendments to the June 5 minutes provided by OLE Edwards-Smith. No Amendments were presented by the board.

**A motion made by Emily Foster, seconded by Michelle Steiner, and passed with a roll call vote; it was RESOLVED to APPROVE the MEETING MINUTES OF JUNE 5 2025 .**

### **Correspondence**

*Program Coordinator, Education and Early Development Tyler Eggan joins the meeting at 9:27*

### ***School Hours in Person***

The board reviewed correspondence related to a question of board accepted distance education. After discussion of the current regulation AAC 79.100 (d), Chair Atwell determined that local massage schools that are looking for distance education approval need to submit documentation that demonstrates they have an online distance education course that meets the regulation requirements.

Seth Dinkel of FSMTB offered to submit comprehensive information of state school online requirements and regulatory language.

Chair Atwell determined that online distance education clarity be included in the boards strategic plan.

### ***Scope of Practice with Automated Devices***

The board reviewed correspondence regarding a scope of practice question related to the use of an automated device that does not require manual techniques of physical touch of a client. This is a device that does not require an operator. The board reviewed the statute Sec. 08.61.100. Emily Foster and Michelle Steiner expressed concerns that there was not enough information for the board to make a determination of whether this falls with the scope of practice of a massage therapist. The asked for more information to provide more clarification.

*Investigator Roger Rouse joins the meeting at 9:57*

### ***Back Scratching Salon Service***

The board reviewed correspondence regarding a question of whether a back scratching service in a salon would require a massage therapy license. The board discussed the skin conditions, contraindications and fascial manipulation that is association with this type of service.

## **7. 2025 2027 Renewal Update**

OLE Edwards-Smith provided the board with the following status report of the 2025-2027 renewals as of October 1, 2025.

Total licenses expiring 9/30/27: 1032

Total licenses expiring 9/30/25: 273

Total licenses lapsed 9/30/2023: 185

OLE Edwards-Smith informed that board that all renewals received that after October 1 will require lapsed massage therapist applications. OLE Edwards-Smith brought regulation 12 AAC.79.200 (c) to the board's attention which states that the board will reinstate a massage therapy license that has lapsed less than three years if the applicant meets the application requirements. The board will need to review each lapsed application for approval. OLE Edwards-Smith asked whether the board would consider amending this regulation to allow for the division of professional licensing to complete the application review to expedite the licensing process. After discussion the board determined that the expertise of the board is required to review continued education documentation.

**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

## **8. Public Comment 9:40 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 9:55*

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

Roll Call: Annetta Atwell, Julie Endle, Emily Foster

## **9. Investigations**

### **Investigative Report**

Roger Rouse presented the investigative report. There are 13 open cases 12 closed cases. There were no questions from the board.

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

## **10. Consent Agreement Case Review**

Madison Berard, case 2024-001139

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.

*Annetta Atwell approved Michelle Steiner to be recused from the executive for the reason of serving as the case reviewing board member.*

*Off Record at 10:25 On Record at 10:35*

*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 Madison Berard, case 2024-001139.

Yael Hickock, case 2024-000754

*Annetta Atwell recused herself from the executive for the reason of serving as the case reviewing board member.*

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.

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 Yael Hickock, case 2024-000754.

#### **11. Service Member Civil Relief Act (SRCA) Military Application Approval**

OLE Edwards-Smith informed the board that the Division of Professional Administration appreciated the motion of delegation of approval in the previous meeting. The administration provided information

A motion made by Emily Foster, seconded by Michelle Steiner, , and passed with unanimous roll call vote, it was RESOLVED that licenses applied for under the Federal Servicemembers Civil Relief Act's (or "SCRA") licensure portability laws be reviewed, approved, and issued by the division, rather than by the board, in order to comply with federal law requiring expediency and due to the fact that the board's authority and requirement to approve and issue licenses is under Alaska Statute Title 8, rather than federal law. Once licensed is issued pursuant to the SCRA, these licensees will be subject to the requirements of Title 8 of Alaska Statutes and subject to the board's authority, same as all other Alaska professional licensees under the board's jurisdiction.

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.

**A motion made by Emily Foster, seconded by Michelle Steiner, , and passed with unanimous roll call vote, it was RESOLVED to delegate Emily Foster and Michelle Steiner to work on the development of improved communication with licensees.**

#### **12. New License Welcome Packet**

The board reviewed welcome document presented by Chair Atwell. This document is intended to be emailed to applicants who receive their initial license. The board discussed the importance of presenting pertinent comprehensive information when a license is issued. Chair Atwell suggested an advisory group to be formed to further develop the document.

Motion to delegate Emily as an advisor group to determine feedback on boards development of improved communication with licensees. Michelle, Emily.

#### **13. Approved States of Credential Applications**

The board reviewed the FSMTB documentation of state licensing requirements . The board asked FSMTB to provide regulatory information of States. The board would like to review state licensing requirements that are substantially equivalent to the State of Alaska.

#### **14. Statute Review and Recommendations**

The board discussed their intent to pursue statutory changes to improve reciprocity with other states in the application process. The boards consensus was for this future project to remain in the strategic plan. Chair Atwell makes the point that a full board will be necessary in order to pursue a statutory project.

#### **15. Administrative Orders, 360**

Program Coordinator Shane Bannarbie reviewed the administrative order 360 with the board. More information is expected to provide guidance to the board of the administrative order.

***A motion made by Emily Foster, seconded by Michelle Steiner to Adjourn at 12:35***