

**STATE OF ALASKA  
DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING  
BOARD OF MASSAGE THERAPISTS**

November 5-6, 2015

ATWOOD BUILDING  
550 W 7<sup>th</sup> Ave, Suite 1535  
Anchorage, Alaska

**TENTATIVE MEETING AGENDA**

**Thursday, November 5, 2015**  
Conference Line Call In # 1-800-315-6338  
Access Code: 52538

	<u>TIME</u>	<u>TOPIC</u>	<u>LEAD</u>
1.	8:30 a.m.	<b>CALL TO ORDER / ROLL CALL</b> <ul style="list-style-type: none"><li>• Introduction of New Staff</li></ul>	Chair, Amanda Unser Supervisor Karen Hudson Examiner Randy Brown
2.	8:40 a.m.	<b>REVIEW /APPROVE AGENDA</b>	Chair, Amanda Unser
3.	8:45 a.m.	<b>REVIEW MINUTES</b> <ul style="list-style-type: none"><li>• September 11, 2015</li></ul>	Chair, Amanda Unser
4.	8:50 a.m.	<b>TASK LIST REVIEW</b>	Chair, Amanda Unser
5.	8:55 a.m.	<b>ETHICS REPORT</b>	Chair, Amanda Unser
6.	9:00 a.m.	<b>DIVISION REPORT</b> <ul style="list-style-type: none"><li>• Fiscal Report</li><li>• Working with Legislators to Change Statute</li><li>• Apprenticeship and Shop Licensing</li><li>• Division Determinations on Background Info</li></ul>	Janey Hovenden, Director Sara Chambers, Operations Manager Martha Hewlett, Admin Officer
6.	10:00a.m.	<b>GUEST PRESENTATION: ROLFING AND STRUCTURAL INTEGRATION</b> <ul style="list-style-type: none"><li>• Ed Toal</li><li>• Gail Boerwinkle</li></ul>	Chair, Amanda Unser
	10:30a.m.	<b>BREAK</b>	
7.	10:45a.m.	<b>FSMTB Meeting and Human Trafficking Task Force Recap</b>	Chair, Amanda Unser
8.	11:30a.m.	<b>PUBLIC COMMENT</b> <i>Sign up sheets will be available. Interested parties are encouraged to sign up to ensure a chance to address the board</i>	

- 12:00p.m. LUNCH
9. 1:00 p.m. DISCIPLINARY THRESHHOLDS AND GUIDELINES  
  - Review Other Board Guidelines
Chair, Amanda Unser  
Board Members  
Chief Investigator, Angela Birt  
Investigator Sonia Lipker
- 3:00p.m. BREAK
10. 3:15p.m. APPLICATION REVIEW  
Chair, Amanda Unser
- 4:30 p.m. RECESS

**Friday, November 6, 2015**  
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- 8:30 a.m. CALL TO ORDER / ROLL CALL  
Chair, Amanda Unser
- 8:35 a.m. ADJUSTMENTS TO DAY'S AGENDA  
Chair, Amanda Unser
11. 8:45 a.m. GUEST PRESENTATION: REFLEXOLOGY  
  - Christine Issel, American Reflexology Certification Board
Chair, Amanda Unser
12. 9:15a.m. EXCEPTIONS DISCUSSION  
Chair, Amanda Unser
- 9:45 a.m. BREAK
13. 10:00a.m. LEGAL OVERVIEW  
Chair, Amanda Unser  
Todd Araujo, Dept of Law
14. 11:00a.m. APPRENTICESHIP PROGRAM DISCUSSION  
Chair, Amanda Unser
- 12:00p.m. LUNCH
15. 1:00 p.m. SHOP LICENSING/HUMAN TRAFFICKING DISCUSSION  
Chair, Amanda Unser
- 3:00 p.m. BREAK  
Chair, Amanda Unser
17. 4:00 p.m. GENERAL CORRESPONDENCE  
Chair/ Board
18. 4:15 p.m. ADMINISTRATIVE BUSINESS  
  - Travel
  - Wall Certificate(s)
  - Next Meeting
Chair / Staff
- 4:30 p.m. ADJOURN