



Washington State Board of Massage

Business Meeting Agenda
September 22, 2023 | 9:00 a.m.

Physical location

Department of Health
Town Center 2 – Room 153
111 Israel Rd. S.E.
Tumwater, WA 98501

Remote attendance

[Click Here](#) to register to attend this meeting via Zoom webinar.

After registering, you will receive a confirmation email with information about joining the webinar.

Board Members

Heidi Williams, LMT, chair
Annika Samuelsen, LMT
Chimere Figaire-Correa, LMT
Lynna Fuller, LMT
Sherise Gueck, LMT
Whitney Smith, LMT

Program Contact

Megan Maxey, Program Manager
Phone: (360) 236-4945
massage.therapy@doh.wa.gov

Open Public Meetings Act

This meeting is being held as a hybrid meeting in accordance with [RCW 42.30.030](#) in which the public has the option to observe and participate in the meetings of governing bodies through either real-time remote access or physical attendance at a set location.

Times and Order

The meeting will begin at 9:00 a.m. on Friday, September 22, 2023. The meeting will continue until all agenda items are complete. This agenda schedule may change, and items may not be taken in order of the agenda.

Comments from the public in attendance may be solicited after each agenda item.

Accessibility

See the last page of the agenda for information on meeting accessibility for persons with disabilities.

Open Session – 9:00 A.M.

1. Call to Order – Heidi Williams, LMT, Chair

- 1.1. Introductions and Meeting Ground Rules.
- 1.2. Approval of the Agenda.
- 1.3. Approval of the July 14, 2023, Business Meeting Minutes.

2. Public Forum

The purpose of the open forum is to provide the public an opportunity to address the board on issues of significance to or affecting massage and that are not related to topics for which a rules hearing was or will be scheduled.

Members of the public who indicate an interest in speaking may share comments at this time. The board may limit the speaker's time based on the number of people interested in speaking.

3. School Program Reviews – Heidi Williams, LMT, Chair

Reviewing board members will present school program approval requests for full board consideration.

4. License by Endorsement Committee Report and Rules Workshop – Sherise Gueck, LMT, Heidi Williams, LMT, and Megan Maxey

4.1. Committee Report

Committee members will give a report on the committee meeting.

4.2. Public Comment

Members of the public will be given the opportunity to address the board on this agenda item. There will be 15 minutes allotted for public comment.

4.3. The board will hold a rules workshop on WAC 246-830-035, Licensing by endorsement for out-of-state applicants.

5. Education and Training Committee Report and Rules Workshop – Sherise Gueck, LMT, Chimere Figaire-Correa, LMT, and Megan Maxey

5.1. Committee Report

Committee members will give a report on the committee meeting.

5.2. Public Comment

Members of the public will be given the opportunity to address the board on this agenda item. There will be 15 minutes allotted for public comment.

5.3. The board will hold a rules workshop on WAC 246-830-430, Education and training.

6. Vice-Chair Election – Heidi Williams, LMT, Chair

Board members will nominate and elect a vice-chair to serve for the remaining 2023 business meetings.

7. Program Report – Program Staff

- 7.1. Budget.
- 7.2. Rules Update.
- 7.3. Credential Counts.
- 7.4. Future Agenda Items.

8. Adjournment of Public Meeting – Heidi Williams, LMT, Chair

Next Business Meeting

Date: November 9, 2023

Time: 9:00 a.m.

Location: Webinar with a physical location in Tumwater

Accessibility

This meeting is accessible to persons with disabilities. Special aids and services can be made available upon request. Advance request for special aids and services must be made no later than one week prior to the meeting. If you need assistance with special needs and services, you may leave a message with that request at 800-525-0127 or, if calling from outside Washington State, call 360-236-4052. TDD may also be accessed by calling the TDD relay service at 1-800-833-6388. If you need assistance due to a speech disability, Speech-to-Speech provides human voicers for people with difficulty being understood. The Washington Speech-to-Speech toll free access number is 877-833-6341.



Washington State Board of Massage
Business Meeting Minutes
July 14, 2023 | 9:00 a.m.

The Board of Massage scheduled a board business meeting held in-person at Lacey Community Center and via Zoom on Friday, July 14, 2023. Notice was provided in accordance with the Open Public Meetings Act.

Board Members

Heidi Williams, LMT, chair
Autumn Christina Straker, LMT, vice chair
Annika Samuelsen, LMT
Chimere Figaire-Correa, LMT
Lynna Fuller, LMT
Sherise Gueck, LMT

Staff Present

James Chaney, Executive Director
Megan Maxey, Program Manager
Davis Hylkema, Assistant Program Manager
Karen Gohlsen, Administrative Assistant
Kristi Knieps, Assistant Attorney General
Stephanie Vaughn, Policy Analyst
Tami Thompson, Regulatory Affairs Manager

Guest Speaker

Stacey Saunders, DOH Regulatory Analyst

Guests

Ashley Hernandez	Julie Onofrio, LMT	Maryann Brathwaite, LMT
Ashley Shenk, LMT	Karen James, LMT	Marybeth Berney, LMT
Bryan DeForrest, LMT	Leslie Emerick	Robbin Blake, LMT
Greg Norton	Louise Markham	Sonya Bennett, LMT
Jackie Guilbeault	Lydia Benson	Stephanie Dickey, LMT
Jamie Hannam, LMT	Maria Isabel Hernandez, LMT	Therese Livella, LMT
		Tom Benson

OPEN SESSION – 9:00 a.m.

1. Call To Order – Heidi Williams, LMT, Chair

The board meeting was called to order by Heidi Williams, LMT, chair, at 9:02 a.m.

1.1. Introductions and Meeting Ground Rules.

The board and staff introduced themselves. Ms. Williams read the Meeting Ground Rules.

1.2. Approval of the Agenda.

Program Staff requested an amendment to the agenda to add a report on the FSMTB Member Board Executive Summit at the end of the agenda.

MOTION: A motion was made to approve the July 14, 2023, agenda as amended. The motion was seconded and passed.

1.3. Approval of the May 5, 2023, Business Meeting Minutes.

MOTION: A motion was made to approve the May 5, 2023, business meeting minutes as presented. The motion was seconded and passed.

1.4. Approval of the June 27, 2023, Special Meeting Minutes.

MOTION: A motion was made to approve the June 27, 2023, special meeting minutes as presented. The motion was seconded and passed.

2. Rules Hearing – WAC 246-830-475 Continuing education requirements – 9:08 a.m. – 10:01 a.m.

A rules hearing was held to accept testimony in support or opposition of the proposed changes to WAC 246-830-475 – Continuing education requirements. The majority of the testimony from the public was in opposition to the board's proposal of requiring four hours of health equity training every two years.

MOTION: A motion was made to change the requirement to two hours of training every two years. The motion was seconded and unanimously passed.

Program staff will move forward with processing the CR-103 rulemaking documents to finalize the rule. Program staff will also prepare an FAQ that will be sent out.

3. Public Forum

Members of the public who indicated an interest in speaking provided comments to the board.

Comment shared included:

- Robbin Blake with WSMETA requested more notice be given for special meetings.

4. School Program Reviews – Heidi Williams, LMT, Chair

Reviewing Board Members (RBMs) presented the following school program requests for full board consideration.

- ABE Massage School

The RBMs recommended approval of ABE Massage School.

MOTION: A motion was made to approve ABE Massage School. The motion was seconded and unanimously passed.

- Rainier Massage School

The RBMs recommended a deficiency letter be sent to Rainier Massage School.

MOTION: A motion was made to send a deficiency letter to Rainier Massage School. The motion was seconded and passed.

5. Signature Delegation Agreement – Megan Maxey

The board was asked to delegate signature authority to the executive director to sign documents that would otherwise be signed by the board chair for the purpose of streamlining processes.

MOTION: A motion was made to give the executive director the authority to sign on behalf of the board, effective July 1, 2023, to June 30, 2025. The motion was seconded and unanimously passed.

6. 2024 Board Meeting Dates and Locations – Megan Maxey

The board selected the following dates and locations for their 2024 business meetings:

- January 19, 2024 – Tumwater
- March 15, 2024 – Tumwater
- May 3, 2024 – Tumwater
- July 18-19, 2024 – Spokane. This will include a board retreat day and a board business meeting day.
- September 6, 2024 – Everett
- November 15, 2024 – Tumwater

7. Program Report

7.1. Budget

- The board was briefed on the program budget as of May 2023. The current fund balance is \$72,388.

7.2. Rules Update

- Stacey Saunders, Department of Health regulatory analyst, briefed the board on the implementation of [2SHB 1724](#), which requires disciplining authorities to waive education, training, experience, and exam requirements for applicants who have been credentialed in another state

or states with substantially equivalent standards for at least two years immediately preceding their application with no interruption in licensure lasting longer than 90 days.

7.3. Credential Counts

- The board was presented with the current credentialing statistics:

Credential Status	07/05/23	04/21/23	02/28/23	12/27/22	10/28/22
Active	11,710	11,826	11,887	11,924	11,984
Active	9,365	9,109	9,325	9,379	9,570
Active in Renewal	2,324	2,697	2,594	2,524	2,392
Active with Conditions or Active on Probation	21	20	20	21	22
Expired	26,302	26,133	25,976	25,773	25,617
Expired in Renewal	1,224	1,202	1,235	1,308	1,334
Inactive	307	307	307	307	286
Revoked	90	90	90	90	90
Summary Suspension	3	4	5	4	4
Surrender / Voluntary Surrender	45	43	42	42	42
Suspended	166	166	166	164	163

7.4. Future Agenda Items

- Improvement to the school review process (January 2024)

8. Adjournment

MOTION: A motion was made to adjourn the meeting at 11:41 a.m. The motion was seconded and passed unanimously.

Submitted:

Approved:

Megan Maxey, Program Manager

Heidi Williams, LMT, Chair

WASHINGTON STATE BOARD OF MASSAGE
School Program Reviews

School	RBMs
Coeur d'Alene Massage School	Chimere Figaire-Correa Lynna Fuller



Washington State Board of Massage Licensure by Endorsement Committee

Washington State Board of Massage
Licensure by Endorsement Committee Meeting Minutes
August 10, 2023

The Board of Massage's Licensure by Endorsement Committee scheduled a committee meeting via Microsoft Teams on August 10, 2023. Notice was provided in accordance with the Open Public Meetings Act.

Committee Members

Heidi Williams, LMT
Sherise Gueck, LMT

Staff Present

James Chaney, Executive Director
Megan Maxey, Program Manager
Davis Hylkema, Assistant Program Manager
Kristi Knieps, Assistant Attorney General

Guests

Jackie Guilbeault
Robbin Blake, LMT
Linda Frank

Open Session – 11:00 a.m.

1. Call to Order – Heidi Williams, LMT

The committee meeting was called to order by Heidi Williams, LMT, at 11:02 a.m.

1.1. Introductions.

The board and staff introduced themselves.

1.2. Approval of the Agenda.

No amendments were requested to the agenda.

2. Rule Discussion for WAC 246-830-035 Licensing by endorsement for out-of-state applicants

2.1. Public Comment – Members of the public were given the opportunity to address the committee members on this agenda item.

Linda Frank

- Ms. Frank indicated that she is a licensed massage therapist in New York and is asking the board to waive the national exam since she has been licensed for many years and New York does not require the national exam.

Robbin Blake, LMT

- For people licensed in multiple states, Ms. Blake asked the board to consider if licensure by endorsement should be measured against the standards of the state in which they currently reside, or against the standards in the state where they were initially licensed because one of those may only require 500 hours and one of them might be 625 hours or more.
- Requested if there is any way for the board to take into consideration applicants who completed a minimum of 625 hours of education.

2.2. Committee members reviewed statistics provided by program staff.

Ms. Maxey stated that between September 2021 and July 2023, there was a total of 415 applicants who applied for licensure by endorsement.

Additionally, of those 415 applicants there were 35 who did not qualify. She also reported that the reason the 35 applicants did not qualify was because they did not have two years of experience.

2.3. Committee members discussed recommendations to bring back to the board on qualifications for licensure by endorsement.

The committee identified scenarios and recommendations for out-of-state applicants who may not currently qualify for licensure by endorsement.

1. Applicants licensed in a state that requires less than 625-hours for initial licensure who do not have two years of experience. The recommendations are:

- a. Remove the two-years of experience; and
- b. Require a passing score on MBLEx or NCETMB; and
- c. Require 24 hours of CE in topics specified by the board, to include an emphasis on ethics.

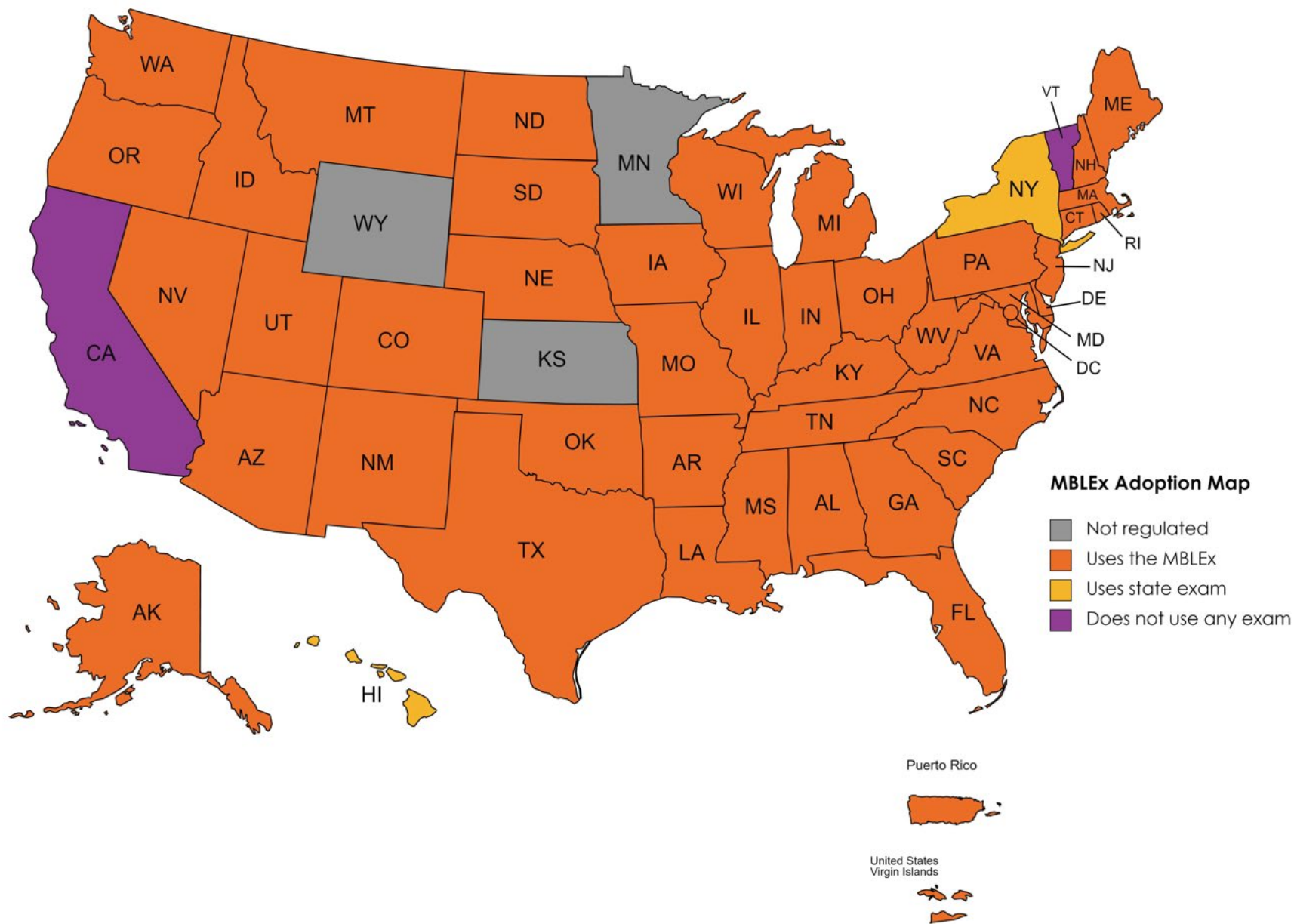
2. Applicants licensed in a state that requires equal to or greater than 625-hours for initial licensure but does not require the national examination. The recommendations are:

- a. Applicants should be required to take and pass the MBLEx because it is a measurable standard, regardless of the training hours required for the state where the applicant holds a license.

- b. The committee also discussed that the board could consider reviewing the individual state exams to determine if the board would approve them as substantially equivalent, but this would be an undertaking because there is no rubric to measure the efficacy of those tests or a way of comparing them to the MBLEx.
- 3. Applicants who hold a jurisdictional massage license in a state that does not regulate massage. The recommendation is:
 - a. Applicants should be required to take and pass the MBLEx.
 - b. Ms. Maxey noted that FSMTB's current massage education policy requires candidates seeking access to the MBLEx to substantiate either:
 - i. enrollment in and having received education and training in all subject areas of the MBLEx Content Outline from an approved massage therapy education program; or
 - ii. graduation from an approved massage therapy education program.

3. Adjournment – Heidi Williams, LMT

Ms. Williams adjourned the meeting at 12:25 p.m.





Washington State Board of Massage Education and Training Committee

Washington State Board of Massage
Education and Training Committee Meeting Minutes
August 29, 2023 | 9:00 a.m.

The Board of Massage's Education and Training Committee scheduled a committee meeting via Microsoft Teams on August 29, 2023. Notice was provided in accordance with the Open Public Meetings Act.

Committee Members

Chimere Figaire-Correa, LMT
Sherise Gueck, LMT

Staff Present

James Chaney, Executive Director
Megan Maxey, Program Manager
Davis Hylkema, Assistant Program Manager
Kristi Knieps, Assistant Attorney General
Idabelle Fosse, Equity and Social Justice Strategist

Guests

Annika Samuelson, LMT	Michelle Agliano	Therese Livella, LMT
Leslie Emerick	Robbin Blake, LMT	

Open Session – 9:00 a.m.

1. Call to Order – Sherise Gueck, LMT

The committee meeting was called to order by Sherise Gueck, LMT, at 9:02 a.m.

1.1. Introductions.

The board and staff introduced themselves.

1.2. Approval of the Agenda.

No amendments were requested to the agenda.

2. Rule Discussion for WAC 246-830-430 Education and training.

2.1. Public Comment – Members of the public were given the opportunity to address the committee members on this agenda item.

Robbin Blake, LMT

- Thanked the committee members for bringing these topics up.
- Pointed out that there could be a few populations added related to age, the poor, and people who have weight issues.
- Recommended that training hours be incorporated within the current 625-hours rather than increasing the hours due to licensure by endorsement requirements.

2.2. Committee members discussed recommendations to bring back to the board.

- Committee members discussed topics recommendations to be included with initial education and training. The topics included:
 - Mental health care
 - Mood disorders
 - Health disparities
 - Cultural competency
 - LGBTQ+
 - Body type
 - Socio economic
 - Income
 - Age
 - Physical disability
 - Implicit bias
- Additional questions for the board's consideration:
 - Should the hours be included within the current 625 hours? Or should the initial education and training hours be increased and, if so, by how much?
 - Should a separate subsection be added in the education and training rule? Or should the hours be incorporated into existing subsections, and, if so, where?

3. Future Business

Committee members discussed holding a second committee meeting about recommendations for hybrid training and education hours.

Program staff will send out a survey to the committee members to get the second meeting scheduled.

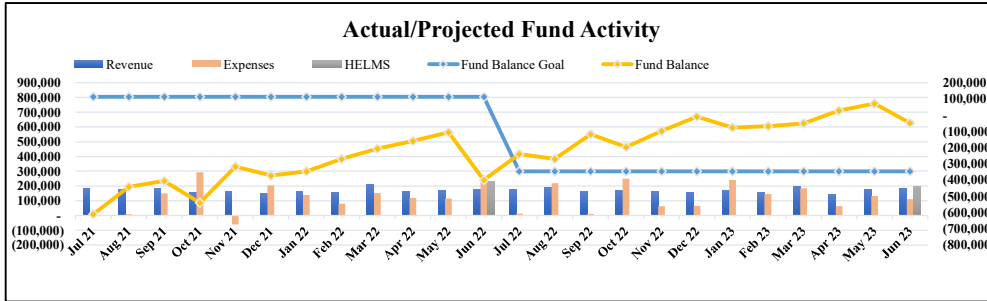
4. Adjournment – Sherise Gueck, LMT

Ms. Gueck adjourned the meeting at 10:25 a.m.



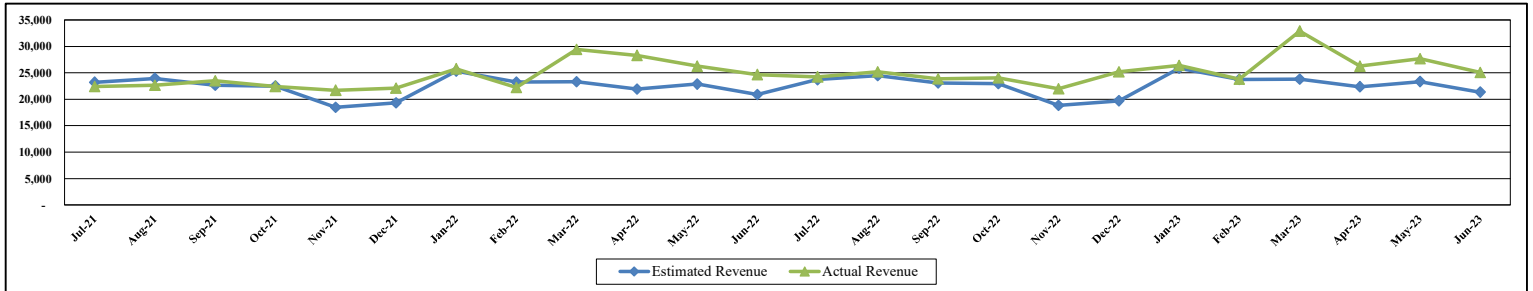
Massage Therapist Budget Status Report

For the Period of July 1, 2021 through June 30, 2023



Fund Balance July 1, 2021	(794,760)
Revenue To-Date	4,106,916
21-23 HELMS Assessment To-Date	423,522
Expenses To-Date	2,996,101
Period Ending Fund Balance	(107,468)
	687,293

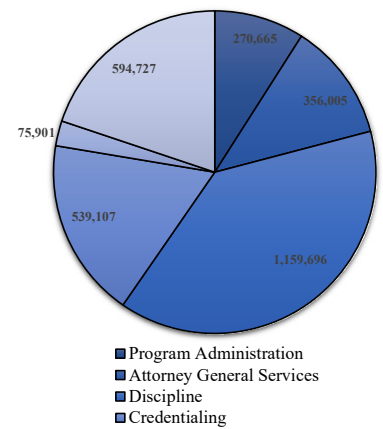
REVENUE	ESTIMATED REVENUE	ACTUAL REVENUE	VARIANCE	% OF ESTIMATED
To-Date	4,463,243	4,106,916	(356,327)	92%
Biennium Total	4,463,243			



REVENUE	ORIGINAL ESTIMATED	REVENUE TO DATE	TOTAL FORECASTED REVENUE	FORECASTED OVER (UNDER) ESTIMATE	FORECASTED % OF ESTIMATE
Massage Therapist	4,463,243	4,106,916	4,106,916	(356,327)	92.0%
HELMS	BIEN 19-21 ASSESSMENT	FY22 ESTIMATE	FY23 ESTIMATE	TOTAL BIEN 21-23 ESTIMATE	TOTAL PROJECT ESTIMATE
Massage Therapist	211,167	228,635	194,888	423,522	634,689
EXPENSES	TOTAL ALLOTMENT	EXPENSES TO DATE	TOTAL FORECASTED EXPENSES	FORECASTED VARIANCE	FORECASTED VARIANCE %
Massage Therapist	3,172,404	2,996,101	2,586,658	585,746	18.5%
FUND BALANCES	BEGINNING FUND BALANCE	GAIN (LOSS) TO DATE	TOTAL FORECASTED GAIN (LOSS)	FORECASTED ENDING FUND BALANCE	FORECASTED CHANGE %
Massage Therapist	(794,760)	882,180	1,096,736	301,975	138.0%

EXPENSES	TOTAL BIEN BUDGET	BUDGET TO-DATE	EXPENSES TO-DATE	VARIANCE TO-DATE	VARIANCE TO-DATE %
Staff Salaries and Benefits	268,791	268,791	260,589	8,202	3.1%
Board Pay	27,870	27,870	14,246	13,624	48.9%
Expert Witnesses	1,800	1,800	890	910	50.6%
Attorney General Services	221,730	221,730	356,005	(134,275)	-60.6%
Goods and Services	(3,161)	(3,161)	(10,104)	6,943	-219.6%
Travel	25,679	25,679	4,616	21,063	82.0%
Equipment	4,800	4,800	684	4,116	85.8%
Intra-Agency Charges - Discipline	1,300,085	1,300,085	1,159,440	140,645	10.8%
Intra-Agency Charges - Credentialing	553,480	553,480	539,107	14,373	2.6%
Intra-Agency Charges - Other	76,997	76,997	75,901	1,096	1.4%
Total Direct Costs	2,478,071	2,478,071	2,401,374	76,697	3.1%
Indirect Costs	694,333	694,333	594,727	99,606	14.3%
Grand Total	3,172,404	3,172,404	2,996,101	176,303	5.6%

Expenses - Cost Categories



Credential Count

Credential Status	09/12/23	07/05/23	04/21/23	02/28/23	12/27/22
Active	11,722	11,710	11,826	11,887	11,924
Active	9,343	9,365	9,109	9,325	9,379
Active in Renewal	2,358	2,324	2,697	2,594	2,524
Active with Conditions or Active on Probation	21	21	20	20	21
Expired	26,467	26,302	26,133	25,976	25,773
Expired in Renewal	1,177	1,224	1,202	1,235	1,308
Inactive	326	307	307	307	307
Revoked	90	90	90	90	90
Summary Suspension	4	3	4	5	4
Surrender / Voluntary Surrender	45	45	43	42	42
Suspended	167	166	166	166	164