



**CAMTC Board of Directors Meeting**  
February 25, 2016

Sheraton Gateway Hotel LAX  
Santa Catalina Room  
6101 W. Century Blvd., Los Angeles, CA 90045

**OPEN SESSION MINUTES**

*Directors Present: Ron Bates, Allison Budlong, Mike Callagy, Mark Dixon, Shana Faber, Jeff Forman, Heather Forshey, Michael Marylander, Stephany Powell, Dixie Wall*

*Directors Absent: Guy Fuson, Sandra Spagnoli*

*Staff: Ahmos Netanel, CEO; Sheryl LaFlamme, Operations Manager; Beverly May, Director of Governmental Affairs; Rick McElroy, Director of PSD; Joe Bob Smith, Director of ESD*

*General Counsel: Jill England*  
*Special Counsel: Alison Siegel*

*Guests: Kevin Snedden, Laura Embleton, Kendra Harris, William Jones, Linda Aldridge, Janet Lee*

**1. Call to Order**

Chairman Dixon called the meeting to order at 9:52am and established a quorum.

Chairman Dixon reminded the Board of the rules of debate.

Chairman Dixon provided information to the public guests on how CAMTC operates. Chairman Dixon stated CAMTC is distinguished by the work of staff and is fortunate to have genuine experts in government relations, enforcement, education, administration, entrepreneurship and law.

**2. Approval of Minutes from November 18, 2015 and December 3, 2015**

**Motion 2252016:1** Bates/Budlong – Move to approve the 11/18/2015 open session minutes.  
8-0, 1 Abstain MOTION PASSES

ROLL CALL VOTE:  
Bates - Yes

Budlong - Yes  
Callagy – Not Present for Vote  
Faber - Yes  
Forman - Yes  
Forshey - Yes  
Fuson – Not Present for Vote  
Marylander - Yes  
Powell - Yes  
Spagnoli – Not Present for Vote  
Wall - Abstain  
Dixon - Yes

**Motion 2252016:2** Bates/Forman – Move to approve the 12/3/2015 open session minutes  
9-0, 1 Abstain MOTION PASSES

ROLL CALL VOTE:

Bates - Yes  
Budlong - Yes  
Callagy – Yes  
Faber - Yes  
Forman - Yes  
Forshey - Abstain  
Fuson – Not Present for Vote  
Marylander - Yes  
Powell - Yes  
Spagnoli – Not Present for Vote  
Wall - Yes  
Dixon - Yes

### **3. Proposed Amendments to the 2016 Strategic Priorities**

**Motion 2252016:3** Bates/Callagy – Amend 2016 Strategic Priority as follows:

*SP 1 – Continue CAMTC as a private, non-profit organization administering voluntary massage certification programs **until such time as the results of the AB1147 review and feasibility study are completed and implemented.***

7-3 MOTION PASSES

ROLL CALL VOTE:

Bates - Yes  
Budlong - Yes  
Callagy – Yes  
Faber - Yes  
Forman - No

Forshey - Yes  
Fuson – Not Present for Vote  
Marylander - No  
Powell - No  
Spagnoli – Not Present for Vote  
Wall - Yes  
Dixon – Yes

#### **4. 2016 Budget**

**Motion 2252016:4** Bates/Wall – Move to approve the 2016 budget and Priority Projects for implementation.

10-0 MOTION PASSES

ROLL CALL VOTE:

Bates - Yes  
Budlong - Yes  
Callagy – Yes  
Faber - Yes  
Forman - Yes  
Forshey - Yes  
Fuson – Not Present for Vote  
Marylander - Yes  
Powell - Yes  
Spagnoli – Not Present for Vote  
Wall - Yes  
Dixon - Yes

#### **5. Proposed Amendments to Procedures for Approval of Schools**

**Motion 2252016:5** Forman/Bates – Move to approve the proposed amendments to the Policies and Procedures for Approval of Schools as presented.

9-0, 1 Abstain MOTION PASSES

ROLL CALL VOTE:

Bates - Yes  
Budlong - Abstain  
Callagy – Yes  
Faber - Yes  
Forman - Yes  
Forshey - Yes  
Fuson – Not Present for Vote  
Marylander - Yes  
Powell - Yes  
Spagnoli – Not Present for Vote

Wall - Yes  
Dixon - Yes

## **6. Proposed Amendments to Procedures for Un-Approval of Schools**

**Motion 2252016:6** Bates/Faber – Move to approve the proposed amendments to the Procedures for Un-Approval of Schools as presented.

9-0, 1 Abstain MOTION PASSES

### ROLL CALL VOTE:

Bates - Yes  
Budlong - Abstain  
Callagy – Yes  
Faber - Yes  
Forman - Yes  
Forshey - Yes  
Fuson – Not Present for Vote  
Marylander - Yes  
Powell - Yes  
Spagnoli – Not Present for Vote  
Wall - Yes  
Dixon - Yes

## **7. Audit Committee**

**Motion 2252016:7** Dixon/Bates – Move to appoint Mike Callagy to the Audit Committee.

9-0, 1 Abstain MOTION PASSES

### ROLL CALL VOTE:

Bates - Yes  
Budlong - Yes  
Callagy – Abstain  
Faber - Yes  
Forman - Yes  
Forshey - Yes  
Fuson – Not Present for Vote  
Marylander - Yes  
Powell - Yes  
Spagnoli – Not Present for Vote  
Wall - Yes  
Dixon - Yes

**The Board went into Closed Session with CAMTC Legal Counsel Pursuant to California Government Code Section 11126(e) at 11:05 am and returned to open session at 11:44 am.**

## **8. Massage School Presentations**

Advance Beauty College

**The Board went into Closed Session with CAMTC Legal Counsel Pursuant to California Government Code Section 11126(e) at 12:03 pm and returned to open session at 1:04 pm**

## **9. Board Duty of Loyalty**

**Motion 2252016:8** Dixon/Callagy – Move to add the following language to the Duty of Loyalty section in the current Director Orientation document:

*Each director helps keep CAMTC and all its parts working together smoothly. Each director should be committed to the value of stakeholders working together through CAMTC, and should understand and support CAMTC’s mission, strategic goals and implementation strategies. Each director should be alert to any development that might impede the basic purpose and objective of CAMTC. Once the Board has established a position on an issue, the Board must “speak with one voice”. Directors should not speak or work against the actions of the Board.*

9-1 MOTION PASSES

ROLL CALL VOTE:

Bates - Yes

Budlong - Yes

Callagy – Yes

Faber - Yes

Forman - Yes

Forshey - Yes

Fuson – Not Present for Vote

Marylander - Yes

Powell - Yes

Spagnoli – Not Present for Vote

Wall - No

Dixon - Yes

## **10. Proposed Protocol Regarding Warrant and Payroll Registers**

**Motion 2252016:9** Dixon/Bates – Direct the CEO to send Warrant and Payroll Registers on a monthly basis to the Board.

Bates Friendly Amendment – Place “Comments/Discussion on Financial Reports” on the agenda under Treasurer’s Report.

Dixon accepted Friendly Amendment

10-0 MOTION PASSES

ROLL CALL VOTE:

Bates - Yes  
Budlong - Yes  
Callagy –Yes  
Faber - Yes  
Forman - Yes  
Forshey - Yes  
Fuson – Not Present for Vote  
Marylander - Yes  
Powell - Yes  
Spagnoli – Not Present for Vote  
Wall - Yes  
Dixon - Yes

**11. Proposed Presentation on Open Meeting Act**

**Motion 2252016:10** Bates/Callagy – General Counsel to coordinate with Attorney General’s office to prepare a presentation to the Board on the Open Meeting Act.

SUB MOTION 10 – Dixon/Marylander – General Counsel to prepare a presentation to the Board on the Bagley Keene Open Meeting Act.

8-2 MOTION PASSES

ROLL CALL VOTE:

Bates - No  
Budlong - Yes  
Callagy – Yes  
Faber - Yes  
Forman - Yes  
Forshey - Yes  
Fuson – Not Present for Vote  
Marylander - Yes  
Powell - Yes  
Spagnoli – Not Present for Vote  
Wall - No  
Dixon – Yes

**12. Re-Open Agenda Item 5**

**Motion 2252016:11** – A member of the public (Linda Aldridge from McKinnon Body Therapy Center) wanted to speak regarding the proposed changes to the Policies and Procedures for Approval of Schools (item 5, motion 5) – specifically the issues of closed schools. Because

Ms. McKinnon had not had the opportunity to speak before the Board voted on Item 6, the Board allowed her to speak and then re-voted on the proposed amendments. No changes were made.

Move to approve the proposed amendments to the Policies and Procedures for Approval of Schools as originally presented.

9-0, 1 Abstain MOTION PASSES

**ROLL CALL VOTE:**

Bates - Yes

Budlong - Abstain

Callagy – Yes

Faber - Yes

Forman - Yes

Forshey - Yes

Fuson – Not Present for Vote

Marylander - Yes

Powell - Yes

Spagnoli – Not Present for Vote

Wall - Yes

Dixon – Yes

**The Board went into Closed Session with CAMTC Legal Counsel Pursuant to California Government Code Section 11126(e) at 1:51 pm and returned to open session at 2:14 pm**

**13. Chief Executive Officer's Report**

Mr. Netanel stated 2015 was an extremely busy year with the implementation of the Massage Therapy Act. The implementation of a brand new law required staff to completely overhaul the application processing protocols and create multiple new forms and documents. Mr. Netanel stated staff did an excellent job.

Mr. Netanel stated the Board adopted a long list of strategic priorities for 2015, all of which were implemented.

**14. Director of Governmental Affairs and Special Projects' Report**

Ms. May stated 151 cities or counties have passed ordinances that require certification.

Ms. May stated the database project is moving along well and was postponed from June 1, 2016 to July 1, 2016 to coincide with the school approval date of July 1, 2016.

**15. Treasurer's Report**

Mr. Marylander stated the weekly average for application received in 2014 was 282 compared to 80 in 2015. Mr. Marylander stated although we don't feel it yet financially, as revenue from

applications are recognized over time, increases or decreased in those activities not only affect the current financial position, but will impact the financials into the next years. Mr. Marylander went on to say renewals will continue to be of growing importance.

#### **16. Director of PSD's Report**

Mr. McElroy stated PSD conducted approximately 2,787 reviews in 2015.

Mr. McElroy stated PSD provided training to 109 local agencies and 318 officers and local government representative through its free two-hour training sessions in 2015. Mr. McElroy stated so far in 2016, PSD has already trained 31 agencies and 83 individuals.

#### **17. Director of ESD's Report**

Mr. Smith stated CAMTC has received 125 applications for CAMTC school approvals with 97 currently eligible for approval. Mr. Smith stated the other 28 schools are not eligible for a variety of reasons. Mr. Smith went on to say staff has already visited 83 of the schools currently eligible for approval.

#### **18. Items/Suggestions from Board Members for Future Meeting Agendas**

Mr. Bates stated he is under the assumption the Board will have a discussion on a Local Government Law Enforcement Advisory Committee at an upcoming Board meeting. Mr. Netanel stated it would be on a future agenda.

Mr. Bates hopes to go to six Board meetings per year.

#### **19. Public Comments Regarding Issues not in this Agenda/Suggested Items for Future Meetings**

The Board received public comments.

**The Chairman adjourned the meeting at 3:19pm.**

Minutes Approved: June 23, 2016

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Allison Budlong, Secretary