



**CAMTC Board of Directors Meeting**

June 2, 2011

Sheraton Gateway Hotel Los Angeles

6101 W. Century Blvd.

Los Angeles, CA

**OPEN SESSION MINUTES**

**In attendance**

*Directors:* William Armour, Bob Benson, Pamela Blackburn, Michael Callagy, Judi Calvert, Mark Dixon, Ben Drillings, Keith Grant, Michael Marylander, Roberta Rolnick, Michael Schroeder, Michael Sheps, Joe Bob Smith, Deb Tuck, Dixie Wall

*Directors Absent:* Guy Fuson, Paul Schwinghamer

*Staff:* Ahmos Netanel, CEO; Sheryl LaFlamme, Operations Manager

*General Counsel:* Jill England

**1. Call to Order/Welcome**

Chairperson Wall called the meeting to order at 9:45am.

Chairperson Wall asked Mr. Schroeder to remind the Board about the rules of debate.

Chairperson Wall introduced Mike Callagy to the Board and welcomed Deb Tuck.

**2. Vote regarding Board member missing three consecutive meetings**

Michael Sheps was at the April 6, 2011 meeting. Correction noted.

**3. Approval of Minutes**

Motion (1) – Dixon/Schroeder – Approve the March 15, 2011, April 6, 2011, and April 27, 2011 minutes.

Motion Approved, 15-0

**4. CEO Report**

Mr. Netanel noted it is a privilege to work for CAMTC. Mr. Netanel thanked the Board for hiring Beverly May as the new Government Relations Director and stated she is a very effective addition to the management team.

Mr. Netanel reported CAMTC exceeded projected expectations for the first 20 weeks by generating 16% more applications than what was budgeted. Mr. Netanel noted that in order to maintain this,

CAMTC will focus on improving customer service responsiveness, solving local government issues and initiating marketing programs. Mr. Netanel thanked Bob Benson and ABMP for being the first to send out mailers and follow-ups. Mr. Netanel also thanked Mr. Benson for appointing Roberta Rolnick to the CAMTC Board. Mr. Netanel applauded her great attention to detail and her tireless effort in relation to outreach in general.

Mr. Netanel stated that CAMTC must be careful in the social media arena. Facebook will need one full-time person to manage it and although we are still maintaining our Facebook advertising program, we are putting this part of social media on hold. Mr. Netanel noted that 30,000 new recruitment brochures for students and massage professional have been mailed and CAMTC will continue to distribute brochures as schools request them.

Mr. Netanel spoke about local government challenges and the strategies that he and Beverly May have put into action. Ms. May prepared a letter from CAMTC in support of AMTA-CA's bid to receive financial aid. Ms. May created an infrastructure to deal with incoming issues by tracking all issues by municipalities. Mr. Netanel and Ms. May are also planning on sending an email blast to all certificate holders informing them that CAMTC is better equipped to handle issues. Ms. Rolnick stated that she and Mr. Dixon are discussing creating a handbook for the frontline local government staff.

Mr. Netanel spoke about what IT issues need to be addressed and recommended Abraham Bosch to audit IT infrastructure and make recommendations.

Mr. Netanel announced that both bills, SB 285 and AB 619, have switched houses and are working their way to appropriations. Mr. Netanel was pleased to see that Senator Swanson voted for the bill.

Mr. Netanel gave updates on PSD, progress of denials, DOJ Compliance and Recertification.

## **5. Treasurer's Report**

Michael Marylander gave a brief report stating that revenues are higher than budgeted and expenses are lower than budgeted.

Mr. Netanel stated the PSD budget and legal expenses are covered through the end of July. Mr. Netanel will wait until the July 20, 2011 conference call and submit an analysis to reevaluate the needs of PSD.

Roberta Rolnick made a motion to talk about the outreach budget. Ahmos states that the Outreach budget is number 12 on the agenda. Ms. Rolnick wanted to talk about it now and asked to continue the budget through the end of the year. Mark Dixon 2<sup>nd</sup> it.

Mr. Schroeder stated the outreach budget should be discussed at the same time as the PSD filing fees.

Motion (2) – Schroeder/Dixon – Move to combine agenda items 9b and 12

Motion approved 14-0, 1 abstained.

## **6. CAMTC Board position regarding potential amendments – AB619**

Mr. Netanel stated that the 619 amendments needed clean-up. Mr. Netanel articulated the first three amendment changes.

Amendment 1 - Law specifies local government has the right to investigate owner of massage establishments, if not certified by CAMTC.

Mr. Netanel expressed that this would be a good 1<sup>st</sup> assignment for Mr. Callagy to communicate with local law enforcement their right to investigate.

Amendment 2 - Revising terminology from “approved school” to “recognized school”.

Amendment 3 - Revising “Massage Therapy Organization” to “California Massage Therapy Council”.

Amendment 4 – Correct dates relevant to CMP/CMT to coincide with change in Sunset Date of 12/31/14.

Mr. Schroeder stated it would take too long to look at all 18 one at a time. Mr. Schroeder stated the Board needed to vote to move all 18 on the floor.

Motion (3) - Schroeder/Dixon – Move to adopt all 18 amendments to the floor

Motion (4) - Grant/Schroeder – Move to adopt amendments 1, 2, 3 and strike amendment 4.

Discussion took place around amendment 5 through 8; Mr. Schroeder called for point of order. He recapitulated the motions to move all 18 amendments to the floor adopt amendments 1, 2, 3 and strike amendment 4.

Motions approved 13-1, 1 abstained.

Motion (5) – Benson/Schroeder – Move to strike amendment 5, which states, “Require all 500 hours to be from recognized schools.”

Motion approved 9-1, 5 Abstained.

Motion (6) – Benson/Schroeder – Move to strike amendment 6, which states, “Clarify that the requirements to qualify as a Certified Massage Therapist shall include the minimal required core curriculum required for qualifications as Certified Massage Practitioner per 4406 (b)(B).”

Motion failed 4-10, 1 abstained.

Motion (7) – Benson/Grant – Move to strike amendment 7, which states, “Clarify that the CAMTC Board has the right to require continuing education for renewal and to develop guidelines for recognizing CEU providers.”

Motion approved 11-0, 4 Abstained.

Motion (8) – Benson/Rolnick – Move to strike amendment 8, which states, Clarify that the CAMTC Board may require an applicant to pass an approved exam in cases where the education presented is in question.”

Motion failed 3-8, 4 abstained.

Motion (9) – Callagy/Dixon – Moved to amend amendment 11 from “Shall” to “Authorized” and will read as, “Clarify that law enforcement or other local government officials responsible for regulating or

administrating massage or massage businesses are authorized to provide information to the council relevant to processing applications, disciplinary actions, suspension, revocations and denials.”

Motion approved 14-0, 1 abstained.

Motion (10) – Smith/Schroeder – Move to strike amendment 9, which states, “Clarify that CAMTC is authorized to share information on applicants with law enforcement agencies or other local government officials responsible for regulating or administering massage or massage businesses.

Motion approved 14-0, 1 abstained.

Motion (11) – Grant/Marylander – Move to strike amendment 15, which reads, “Certification ID # must be used in all advertising.”

Motion (11) Sub Motion – Schroeder/Smith – Offered sub motion to amendment 15 to be modified. Amendment to read, “Certificate holders are required to provide certification number, in advertisements, if stating they are CAMTC certified.

Sub Motion approved 14-0, 1 abstained

Motion (12) – Rolnick/Benson – Move to strike amendment 10 which states, “Clarify that CAMTC may conduct reasonable inspections of CMT’s and CMP’s place of work during normal hours.”

Motion failed 4-8, 3 abstained.

Motions (12) amend – Schroeder/Blackburn – Move to amend amendment. Amendment to state, “Clarify that CAMTC may conduct reasonable inspections of CMT’s and CMP’s place of work and/or massage school where training is received, during normal hours.”

Motion approved 12-0, 3 abstained.

Motion (13) – Schroeder/Callagy – Move to endorse amendments in AB619 as amended.

Motion approved – 12-1, 2 abstained.

## **7. Closed session with CAMTC legal counsel pursuant to CA Government Code Section 11126(e)**

The Board went into closed session at 1:47pm and returned to open session at 2:42pm.

## **8. Budget**

- **Fee Increase**
- **Hearing Fee**
- **Priorities and Reconciliation**

### **Fee Increase**

Mr. Netanel explained that the Board budgeted 60k a month for AMG. Currently AMG is receiving 55k month. According to the contract, AMG is meeting their performance level and Mr. Netanel recommends an increase to AMG to 60k per month starting August 1, 2011.

Motion (14) – Benson/Rolnick – Move to approve CEO recommendation to increase AMG fee to 60K per month starting August 1, 2011.

Schroder offered amendment to motion to move the August 1, 2011 date back to October 1, 2011. No one seconded the amended motion. The amended motion dies.

Mr. Benson asked to return to the original motion.

Motion approved 12-1, 1 abstained (Drillings not present for vote).

### **Hearing Filing Fee**

Motion (15) - Schroeder moved CAMTC implement filing fees of \$95 for oral hearings and \$65 for written considerations and allow exemptions for those who are indigent and unable to pay.

Ms England stated that it could not take effect until the form is done and approved by the board.

Motion (14) amended – Schroeder/Benson – moved to take effect when form is done and approved by Board.

Motion approved 13-0, 1 abstained; (Drillings not present for vote).

### **9. Adding new Board members to available seats – needs, criteria and process**

Ms. May recommended to fill Board seats.

Motion (16) – Schroeder/Rolnick – The Chair and Vice Chair will submit to the Board a proposed policy on the needs, criteria and process for nominating and evaluating additional members to the Board for the seats not reserved for appointees of designated entities.

Motion pass – 12-0, 2 abstained (Drillings not present for vote).

### **10. Public Policy Local Government Report**

Mr. Dixon spoke of the importance of gaining collaboration with cities. Mr. Dixon stated that the California Municipal Revenue and Tax Association (CMRTA) has invited CAMTC to be a featured speaker at their annual conference. Mr. Dixon noted that our involvement with them is important and as they trust us more, they'll be less of a hindrance.

### **11. Outreach Update**

Motion (17) – Rolnick - move to approve Outreach Budget to receive 10k month for the last 6 months of the year.

Motion fail 1-12, 1 abstained (Drillings not present for vote)

Motion (18) Rolnick/Blackburn – Move to use budget not spent in the first six months to extend to the last six months of the year.

Motion (18) friendly amendment –Schroeder/Benson – move to have Ms. Rolnick and Mr. Netanel come back with proposed specific budget for outreach next year. In Interim, spend within their 60k budget until Board acts on proposed budget.

Ms. Rolnick accept friendly amendment.

Motion approved 12-1, 1 abstained (Drillings not present for vote)

### **12. Legislative Update of SB285**

Mr. Netanel stated that SB 285 was amended and is expected to reach the assembly side very soon.

### **13. Definition of Scope of Practice – Report from Work Group**

Agenda item not discussed.

### **14. FSMTB October 2011**

- **Form work group**
- **Registration/attendance of every board member**
- **Database**

#### **Form Work Group**

FSMTB is set to have their annual conference in Los Angeles on October 15, 2011.

Motion (19) – Wall/Dixon – Move to create a work group led by Mr. Smith and another Board member to host and welcome the FSMTB. Mr. Smith to create a proposed budget for this hosting effort and details what he will plan.

Motion approved 13-0. 1 abstained (Drillings not present for vote).

#### **Registration/attendance of every Board member**

Motion (20) - Rolnick/Dixon – All Board members are encourage to attend and move to include Mr, Netanel, Mr. McElroy and Ms. May in the FSMTB Conference.

Motion approved 12-1, 1 abstained (Drillings not present for vote).

#### **Database**

Motion (21) - Schroeder/Rolnick – CAMTC will share its database of persons denied or disciplined with the Federation of State Massage Therapy Boards (FSMTB) and any national database that they create for such purpose.

Motion approved 14-0 (Drillings not present for vote).

### **15. Posting of Minutes – Transparency of CAMTC**

Agenda item not discussed

### **16. Personnel/Employee Handbook**

Ms. Wall rescheduled agenda # 17. Ms. England asked Board members to determine what policies are recommended and be ready to present at the September Board meeting.

### **17. Closed Session regarding the appointment, employment, evaluation of performance, or dismissal of an employee pursuant to CA Government Code Section 11126(a)**

The board went into closed session at 4:40pm and returned to open session at 4:58pm.

### **18. Action taken in closed session**

No action was taken in the closed session held pursuant to CA Government Code Section 11126(a)

### **19. Recertification Summary**

- **Preparations to date**
- **Timetable**
- **Application**

Mr. Nentanel stated the creation of the recertification process took a lot of work. The online form is complete and it will be live on July 15, 2011 for the September 2009 certificate holders.

Mr. Benson submitted idea's for the recertification letter from Jean Robinson of the ABMP. Jean has had five years of experience working with members who have had renewal questions from other states. Ms. Blackburn made a few suggestions to add to the recertification letter. Ms. LaFlamme will incorporate their ideas and re-draft a new letter for review.

**20. Issues and Scheduling for Next Meeting**

Conference call scheduled for July 20, 2011 at 10am. Call to take an estimated 3-hours.

Proposed Board Meeting has been scheduled for September 15, 2011 at 9:30am. Location to be announced.

**21. Adjournment**

Chairperson Wall adjourned the meeting at 5:15pm

Minutes Approved: September 15, 2011

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Roberta Rolnick, Secretary