



**CAMTC Board of Directors Meeting**

December 5, 2013

Radisson Hotel at Los Angeles Airport  
San Jose Room  
6225 W. Century Blvd., Los Angeles, CA 90045

**OPEN SESSION MINUTES**

*Directors Present:* William Armour, Mark Dixon, Guy Fuson, Keith Grant, Elna Leonardo, Arthur Miller, Christian Pezza, Jean Robinson, Roberta Rolnick, Marcy Schaubeck, Paul Schwinghamer, Joe Bob Smith, Caroline Tseng, Deb Tuck, Dixie Wall

*Directors Absent:* Judi Calvert, Nayada Dhanaphatana, Ben Drillings, Michael Marylander, Michael Sinel

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

*General Counsel:* Jill England

*Guests:* Jeff Kiernan, Billie Shea, Sally Hacking, William Jones, Lisa Santoro

**1. Call to Order**

Chairman Dixon called the meeting to order at 9:40 a.m. and established a quorum

**Motion (1):** Grant/Tuck – Move to approve the June 8, 2013 open session minutes.

10-0, 3 Abstain (Miller, Robinson, Schwinghamer)

MOTION PASSES

**Motion (2):** Grant/Tuck – Move to approve the June 27, 2013 open session minutes.

9-0, 4 Abstain (Fuson, Schaubeck, Schwinghamer, Tseng)

MOTION PASSES

**Motion (3):** Grant/Tuck – Move to approve the September 18, 2013 open session minutes with corrections.

9-0, 4 Abstain (Fuson, Miller, Schwinghamer, Tseng)  
MOTION PASSES

**Motion (4):** Grant/Tuck – Move to approve the September 19, 2013 open session minutes with corrections.

10-0, 3 Abstain (Fuson, Miller, Schwinghamer)  
MOTION PASSES

## **2. Sunset Update**

At the 9/19/2013 Board meeting, the Board voted to keep the 250 hours + 250 CE portal to CMT post Sunset, as one of the recommendations to the changes in the law. Mr. Netanel stated that there was a mistake in the Sunset report where this was not included and staff would send the correction to the Assembly and Senate B&P Committees to alert them about the mistake.

Ms. May gave the Board a brief update as to the protocol on what happens next in the Sunset process. Ms. May stated that the B&P Committees are currently conducting their review and analysis of CAMTC's Sunset report. She stated that Bill Gage, who is the Chief Consultant of the Senate B&P Committee, is our primary contact and will be preparing the report for the committee and Elissa Silva will be preparing the report for the Assembly side. As both sides review the report, they will come back to CAMTC with questions which include issues that need to be corrected or clarified. Ms. May stated that staff is already receiving questions. Ms. May also stated that we may receive a draft of the report in February 2014 and the hearing will be held sometime in April 2014.

## **3. New Board Member**

Chairman Dixon welcomed new Board member Arthur Miller. Arthur Miller was appointed to the Board by the League of California Cities and is the Chief of Police from South Pasadena.

## **4. CCMP status after Sunset**

Ms. May summarized the CCMP portal and status after Sunset. Ms. May stated that the CCMP portal was available to applicants who didn't have at least 250 hours of education. This portal expired on December 31, 2011. Once applicants were certified as a CCMP, they were required by law to submit at least 30 hours of approved education each year until they reach 250 hours of education. Once they reach 250 hours of education, the condition would be lifted and they would become CMPs. Ms. May stated that once a CMP, they can remain a CMP as long as they continue to keep their certificate active, even after the CMP portal closes.

Ms. England reminded the Board members of their duty of loyalty to the Board and that all Board members are expected to be supportive of any action taken by the Board.

## **5. Budget**

Mr. Netanel explained that CAMTC does a preliminary budget at the last Board meeting of every year. Mr. Netanel went on to say that after the end of the year, once the numbers are finalized, staff will prepare the final budget for final approval.

Mr. Netanel stated that as of October 31, 2013, the contingency fund remained at \$17,405. Mr. Netanel recommends that the Board approves a replenishment of \$66,595 to the contingency fund to bring three categories in line with the budget; General Administrative, General Staffing Expense and Outreach. Mr. Netanel also recommends an increase of \$38,000 in outreach initiatives to consumers, certificate holders, law enforcement, business owners and spa operators.

**MOTION (5)** Smith/Grant – Move to add \$66,595 to replenish the contingency fund and add \$38,000 to outreach initiatives.

13-0

MOTION PASSES

**MOTION (6)** Grant/Rolnick – Move to approve the 2013 Budget

15-0

MOTION PASSES

**The Board went into Closed Session with CAMTC Legal Counsel Pursuant to California Government Code Section 11126(e) at 10:50 a.m. and returned to open session at 11:52 a.m.**

## **6. CEO Report**

Mr. Netanel stated that operationally, CAMTC is doing well as we are maintaining highly responsive customer service and the majority of applications are turned around within a week of completion. Mr. Netanel stated that staff is in the process of finalizing a complete reconciliation of PSD's tracking reports and implementing the additional categories that were requested by the Board. Mr. Netanel explained that the new tracking system will make it easier to measure the progress in reducing the backlog of PSD cases.

## **7. Treasurer's Report**

Mr. Netanel stated that the statement of financial position is stronger than it was at the beginning of the year. Mr. Netanel went on to say that assets are up and although the liabilities are also up, equity has increased as well. Mr. Netanel explained that liabilities are up because of the reflected increase of the recognition of the deferred application fees.

### **8. Director of Governmental Affairs Report**

Ms. May stated that there are currently 89 jurisdictions that require CAMTC certification by municipal or county codes and another seven who require CAMTC certification by policy. Ms. May stated that the Bureau for Postsecondary Education (BPPE) is also going through Sunset Review and face many challenges as they regulate schools that had not been regulated for three years since the Sunset of their predecessor bureau, BPPVE. The BPPE Deputy Director, Joanne Wenzel, is looking into requiring all massage programs to be CAMTC approved as a condition of BPPE approval. Ms. May went on to say that we are also receiving a lot of support for voluntary establishment registration.

**MOTION (7)** Robinson/Smith – Instruct staff to come back with a Legislative concept proposal identifying the top ideas contained in the recommendation to the Senate B&P for voluntary establishment registration.

15-0

MOTION PASSES

### **9. Extension of Career Opportunity Mailing Pilot Program**

Mr. Netanel stated that the Board approved the implementation of the Career Opportunities Pilot Program on June 27, 2013 with a Sunset date on December 31, 2013. Mr. Netanel stated that staff has some of the elements of the program in place and is ready to finish rolling it out. Since the Sunset date of the pilot program is set to end, Mr. Netanel recommends extending the pilot program until the middle of next year to see how the program runs.

**MOTION (8)** Rolnick/Smith – Move to extend the Career Opportunity Mailing program to July 1, 2014.

15-0

MOTION PASSES

### **10. Consideration of Revision to Distance Learning Policy**

Ms. May stated that on May 9, 2013, the Board approved the motion to not accept online or distance learning for the first 250 hours of education. After 250 hours, we would accept online or distance learning provided the school was approved to teach distance learning or an NCBTMB approved provider. Ms. May recommends that CAMTC not accept online or distance learning for the first 500 hours as there are concerns that the BPPE does not have the capacity to ensure that the schools are complying with their rigid requirements.

The Board went into discussion regarding online and distance learning.

**MOTION (9)** Pezza/Rolnick – Effective December 5, 2013, CAMTC will not accept distance learning or online hours for the first 500 hours of education with the following exceptions: 1) for CAMTC certificate holders that are currently CMPs who are upgrading to CMTs, CAMTC will accept online or distance learning classes that are completed on or before April 6, 2014; 2) for CAMTC certificate holders that are currently CCMPs, CAMTC will accept online or distance learning classes that are completed on or before April 6, 2014 which are also completed and reported to CAMTC before the CCMP certificate expires.

## ROLL CALL VOTE

Armour – Yes

Fuson – No

Grant – Abstain

Leonardo – Yes

Miller – Yes

Pezza – Yes

Robinson – No

Rolnick – Yes

Schaubeck – No

Schwinghamer – Yes

Smith – Abstain

Tseng – No

Tuck – Yes

Wall – No

Dixon – Yes

8-5, 2 Abstain (Grant, Smith)

MOTION PASSES

### **11. Out of State Applicants**

Ms. May stated that our policy allows us to certify out of state applicants, who are licensed as a massage therapist in a state whose licensure meets or exceeds the standards of California. Ms. May stated that once a copy of the license is received, staff would verify the licensed with the state and certify the individual if the state met or exceeded California's standards. CAMTC didn't require transcripts. Ms. May recommends that CAMTC require all out of state applicants, who wish to be certified through the out-of state-license pathway to also submit transcripts of their education to ensure that they meet or exceed California's standards.

**MOTION (10)** Rolnick/Tuck – Move to require transcripts for out-of-state applicants. Transcripts must identify transfer hours.

10-3, 2 Abstain (Schaubeck/Tseng)

MOTION PASSES

### **12. Foreign Transcripts**

Mr. Netanel stated that at the September 19, 2013 Board meeting, agenda item #19 regarding adding an evaluation/translation agency to the "Policies regarding massage education received outside the U.S." was tabled to a future meeting. Mr. Netanel went on to say that there was concern that there was nowhere in the law that stated CAMTC could accept foreign education. Mr. Netanel and other staff reviewed this concern and found that the law states we can accept out of state transcripts that meet or exceed the requirements of California and foreign transcripts would be considered as out-of-state.

Ms. Robinson stated she wished to propose a motion:

Move to require staff members who are suggesting a significant policy change that would impact the qualifications of certificate holders to include comprehensive information in Board packets to ensure Board members are well prepared to discuss the forthcoming issue. Information may include information about existing policy, language of other statutes that may be impacted, potential pro's and con's, any possible fiscal impact and impact on current certificate holders and applicants.

Tabled to Next Meeting

Guest Sally Hacking, FSMTB Government Relations Liaison, addressed the Board.

**13. Future Meetings**

March 20, 2014

June 25, 2014

September 9-10, 2014

December 11, 2014

**Chairman Dixon adjourned the meeting at 3:12 p.m.**

Minutes Approved: April 15, 2014

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Roberta Rolnick, Secretary