



## **CAMTC Board of Directors Meeting**

November 10, 2016

Hilton San Francisco Airport Bayfront  
600 Airport Boulevard  
Burlingame CA 94010  
Meeting Room: Reflections III

### **OPEN SESSION MINUTES**

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

Directors Absent: *Stephany Powell*

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: *Jeannie Martin, Bernadette Murray, Lauren Embleton, Keith Grant, Tony Siacotos*

#### **1. Call to Order**

Chairman Dixon Chairman Dixon called the meeting to order at 9:13 a.m. and established a quorum.

#### **2. Approval of Minutes from September 28, 2016 and September 29, 2016**

**MOTION 11102016:1** Kandel/Callagy – Move to approve the September 28, 2016 and September 29, 2016 open session minutes, with corrections.

8-0, 2 Abstain MOTION PASSES

ROLL CALL VOTE:  
Bates - Yes

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

### **3. Proposed Amendments to Procedures for Denial of Certification or Discipline/Revocation**

**MOTION 11102016:2** Bates/Forman– Move to approve the proposed amendments to the Procedures for Denial of Certification or Discipline/Revocation.

10-0 MOTION PASSES

#### **ROLL CALL VOTE:**

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

### **4. 2017 Strategic Priorities**

The Board had a discussion regarding the strategic priorities for CAMTC in 2017.

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

**MOTION 11102016:3** Kandel/Bates– Move to approve the proposed amendments to the Policies and Procedures for Approval of Schools.

**Sub motion 11102016:3** Budlong/Bates – Separate the two amendments.

Amendment 1. Page 5 of the proposed amendments to the Policies and Procedures for Approval Schools, C and D.

9-1 MOTION PASSES

ROLL CALL VOTE:

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

**Sub motion 11102016:4** Budlong/Bates – Amendment 2. Table the amendment to increase the fees for the school applications and hearings.

3-5, 2 Abstain MOTION FAILS

ROLL CALL VOTE:

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

**Motion 11102016:5** Budlong/Bates – Approve the proposed increase for school approval application fees.

8-0, 2 Abstain MOTION PASSES

ROLL CALL VOTE:

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

**Motion 11102016:6** Budlong/Bates – Approve the proposed increase in school hearing fees.

9-0, 1 Abstain MOTION PASSES

ROLL CALL VOTE:

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

**6. Proposed Amendments to Recertification Policy**

**MOTION 11102016:7** Marylander/Budlong – Move to extend the Limited Recertification Policy for an additional six months with an expiration date of June 30, 2017

9-0, MOTION PASSES

ROLL CALL VOTE:

Bates - Yes  
Budlong - Yes  
Callagy – Not Present for Vote  
Faber - Yes

Forman – Yes  
Forshey – Yes  
Kandel - Yes  
Marylander - Yes  
Powell – 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 a.m. and returned to open session at 11:58 a.m.**

## **7. 2017 Strategic Priorities**

**MOTION 11102016:8** Bates/Forman – Move to approve the 2017 Strategic Priorities with changes in Goal 1: 1.1 as follows:

By April 1, 2017, conduct a study to identify population areas where no massage education for the purpose of CAMTC certification is available.

9-0, MOTION PASSES

### ROLL CALL VOTE:

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

## **8. Introduction of Preliminary Budget for 2017**

**MOTION 11102016:9** Bates/Forshey – Move to approve the preliminary budget for 2017 and bring the final proposed budget back to the Board at the next board meeting.

9-0, 1 Abstain MOTION PASSES

ROLL CALL VOTE:

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

### **9. Proposed Amendments to Staff Travel Reimbursement Policy**

**MOTION 11102016:10** Bates/Forshey – Move to approve the proposed amendments to the Staff Expense Reimbursement Policy.

10-0 Abstain MOTION PASSES

ROLL CALL VOTE:

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

### **10. New Database System Implementation and Website Presentation**

Mr. Maneely from Pacific Project Management made a presentation to the Board regarding the new website and database.

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

Mr. McElroy stated he is continuing to receive requests to conduct training with cities and counties throughout the state of California. Mr. McElroy stated revocable registration has proven to be a great tool for the cities.

Mr. Callagy welcomed Senator Jerry Hill to the CAMTC Board of Directors meeting. Senator Hill thanked CAMTC for its hard work.

## **12. Director of Governmental Affairs' Report**

Ms. May stated since the September 2016 board meeting, four more cities have passed first reading of message ordinances that will require certification. Ms. May continued to state that there are cities that will leave a dual system of certification or local police permits in place if it's a better solution for their city.

## **13. CEO Report**

Mr. Netanel stated Blue Sky Consulting received several thousand responses to the stakeholder's survey for the feasibility study and is still on schedule to submit their report by December 31, 2016.

Mr. Netanel stated AMG submitted a new proposal to change the retainer. Mr. Netanel went on to say he is in the process of studying the proposal and will continue discussions with AMG.

## **14. Treasurer's Report**

Mr. Marylander stated CAMTC has received 83,427 new applications since inception. Mr. Marylander went on to say that as of September 30, 2016, there were 49,906 active certificate holders, which was down from 51,732 at the end of September 2015. Mr. Marylander stated as of September 30, 2016, CAMTC received a total of 637 new applications and application for recertification, which is the highest amount received since 2014. So far in 2016, recertifications account for 84% of the total activity compared to only 65% for the full-year in 2014.

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

Mr. Smith stated CAMTC has approved over 70 schools and is actively working towards decisions on 53 schools with pending applications.

## **16. Schedule of Authority - Review**

Mr. Bates recommended bringing this back at the next meeting.

## **17. FSMTB Annual Conference Report**

Mr. Dixon quickly briefed the board on his attendance at the annual meeting of the Federation of State Massage Therapy Boards on October 6-8, 2016.

## **18. Policy Regarding Applicants/Certificate Holders who are Active Duty Military Personnel or Military Spouses**

**MOTION 11102016:11** Callagy/Bates – Move to approve the policy for Recertification of Active Duty Military Personnel and their Spouses.

10-0 Abstain MOTION PASSES

### ROLL CALL VOTE:

Bates - Yes

Budlong - Yes

Callagy – Yes

Faber - Yes

Forman – Yes

Forshey – Yes

Kandel - Yes

Marylander - Yes

Powell – Not Present for Vote

Wall – Yes

Dixon – Yes

## **19. Outreach to Cities to Develop or Update their Massage Ordinances**

Mr. Bates stated he would contact Mr. Callagy to discuss further.

## **20. Public Comment**

The Board opened the floor for public comments.



## **21. 2017 Board Meetings Schedule**

Mr. Netanel proposed the following meeting dates but will reevaluate based on the availability of directors:

Feb 28, 2017  
June 8, 2017  
Sept 6-7, 2017  
Nov 7, 2017

**The Chairman adjourned the meeting at 4:20 p.m.**

Minutes Approved: March 9, 2017

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Allison Budlong, Secretary