



## **CAMTC Schools Advisory Committee Meeting**

November 1, 2017

Hilton San Francisco Airport Bayfront  
600 Airport Boulevard  
Burlingame, CA 94010

### **OPEN SESSION MINUTES**

Committee Members Present: *Jeff Forman, Keith Eric Grant, Katie Mickey, Jan Noble, Deborah Reuss, Selena Lee*

Committee Members Absent: *Allison Budlong*

Staff: *Beverly May, Director of Governmental Affairs; Joe Bob Smith, Director of ESD; Roberta Rolnick, Outreach Director; Alison Siegel, Special Counsel*

Guests: *Darlene Clark*

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

Chairman Forman called the meeting to order at 12:50 pm and established a quorum.

#### **2. Chair's comments and Rules of Debate**

#### **3. Approval of Minutes from September 5, 2017**

**MOTION 11012017:1 Grant/Forman**– Move to approve the Sept. 5, 2017 minutes.

6-0 MOTION PASSES

ROLL CALL VOTE:

Keith Eric Grant - yes

Selena Lee - yes

Katie Mickey - yes

Jan Noble - yes

Deborah Reuss - yes

Jeff Forman - yes

#### **4. Report from the Director of ESD**

Joe Bob Smith, Director of ESD, stated there are now 89 schools with CAMTC-approved programs. The first newsletter to schools has been sent. One school in attendance did not receive it, was given a copy and she will check her spam box. Mr. Smith reported on his presence with other staff at a booth CAMTC hosted at the national convention of the American Massage Therapy Association (AMTA). Mr. Smith attended the annual meeting of the Federation of State Massage Therapy Boards (FSMTB) in Tampa. More state massage therapy boards than ever now have authority over massage schools, while other states are seeking to be granted this authority. Two weeks after the FSMTB annual conference, Mr. Smith attended the two-day FSMTB Test Plan meeting. This group of 14 defines the outline for the exam content based on the results of the MBLEx Job Task Analysis, a survey of massage professionals, educators and others in the profession. Mr. Smith doesn't expect a major shift in percentages of categories. Questions are weighted, so you can miss more difficult questions than easy ones. Questions become more difficult as the test taker submits more correct responses.

Discussion of timing for ESD online applications – the first 38 approved schools should apply for re-approval no later than January 1, 2018 in order to receive their re-approval prior to expiration. Applications will need to be submitted on paper this time. The applications should be available shortly. Concerns were expressed by some school owners over the uncertainty of not knowing when they will receive the application, since they will be filling it out during the holidays.

#### **5. Committee Review of the changes made by the Board to the Policies and Procedures for Approval of Schools**

A summary of changes made are available in the September 2017 Volume 1, Issue 1 of the *CAMTC School Newsletter*. Special Counsel Alison Siegel reported that additionally all the minor word changes were made.

**MOTION 11012017:2 Lee/Reuss - Motion to recommend to the Board that CAMTC send an eblast by November 3rd notifying schools that the application for re-approval is not yet available, but will be made available in paper form to be accessed online by the end of November.**

6-0 MOTION PASSES

ROLL CALL VOTE:

Keith Eric Grant- yes

Selena Lee - yes

Katie Mickey - yes

Jan Noble - yes

Deborah Reuss - yes

Jeff Forman - yes

**Motion 11012017:3 Grant/Lee** - Move to recommend to the Board that CAMTC send an email notifying schools who are within 8 months of expiration of approval when the re-approval application is available to download.

6-0 MOTION PASSES

ROLL CALL VOTE:

Keith Eric Grant - yes

Selena- yes

Katie Mickey - yes

Jan Noble - yes

Deborah Reuss - yes

Jeff Forman - yes

**6. Report from Katie Mickey regarding the letter she sent to the Federation of State Massage Therapy Boards**

Ms. Mickey reported about her communications with FSMTB regarding her concerns with the MBLEx exam.

Mr. Forman reminded the group that this Committee's mandate is school approval, not the MBLEx. No motion was made at this time, but a list was started of schools that are interested in drafting a joint letter to FSMTB.

**7. Update on CAMTC communication with schools** – Ms. Rolnick reported on connections with numerous schools that were made at the AMTA 2017 National Convention, as well as association representatives. She and Mr. Smith are working on a brochure for schools to have available to potential students as to what CAMTC approval means. Ms. Rolnick discussed a handout already available that was distributed at the AMTA convention for students on how to avoid delays in processing an application to CAMTC. It will be uploaded to the CAMTC website, and will include a caution warning applicants to respond fully and disclose all background issues fully and honestly.

**8. Update on status of the CAMTC website** – Ms. May reported that the school online process will still be awhile. Ms. Rolnick discussed the military personnel and spouse policy and that the icon will link to the document soon.

**9. Probation for schools** – Mr. Smith discussed the current policy, which states that a school can be put on probation if the school has a 50% or lower pass rate for two years. He clarified that a proposal for disciplinary action will be situational. For example, a school with 2 graduates and 50% pass rate would be considered quite differently than a school with 100 graduates and 50% pass rate. Ms. Siegel reviewed the range of disciplinary actions against schools, ranging from requested corrective actions to denial and appeal to the Board.

**10. Continuation of the Schools Advisory Committee** – Mr. Forman asked for thoughts on the continuation of the Schools Advisory Committee that can be brought to the Board. Ms. Lee asked to review the MOU that CAMTC submitted to BPPE. Ms. Siegel stated that she would not want to share it until we receive a response from BPPE. She explained that the state takes a long time.

Ms. Noble suggested at least twice yearly meetings.

**Motion 11012017:4 Noble/Grant - Motion that the Schools Advisory Committee continue to meet twice a year to discuss pertinent issues.**

6-0 MOTION PASSES

ROLL CALL VOTE:

Keith Eric Grant- yes

Selena Lee- yes

Katie Mickey - yes

Jan Noble - yes

Deborah Reuss - yes

Jeff Forman - yes

**11. Public comments regarding issues not in this agenda/suggested agenda items for future meetings**

No comments from the public were received.

**12. Items/suggestions from Committee members for future meeting agendas**

Ms. Lee discussed communication, double regulation with BPPE and costs as her concerns. Ms. Mickey agreed and added her concerns about the MBLEx, and discussion of tiered certifications. Ms. Reuss added her desire for quicker turn-around for new applications. Ms. Noble said that her major concern is the sharing of information, not only from CAMTC but from other schools as well. Mr. Forman would like to see more people enter the profession. He intends to meet with CEO Netanel regarding his vision for the committee. Ms. Reuss noted that the U.S. Department of Education only offers financing to schools for 500 hours, so tuition for longer programs must be paid by the student or other sources of financing.

**The Chair adjourned the meeting at 4:10 p.m.**

Minutes Approved: May 30, 2018

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Allison Budlong, Secretary