

**MASSAGE THERAPY AND BODYWORK THERAPY
AFFILIATED CREDENTIALING BOARD
WEB/VIRTUAL MEETING MINUTES
February 10, 2015**

PRESENT: John Anderson, Darlene Campo (*in person*), Elizabeth Krizenesky (*in person*); Barbara Yetter (*in person*)

STAFF: Tom Ryan, Executive Director; Taylor Thompson, Bureau Assistant; and other Department Staff

CALL TO ORDER

Elizabeth Krizenesky, Chair, called the meeting to order at 9:00 A.M. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Barbara Yetter moved, seconded by John Anderson, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

Corrections:

- Correct adjournment motion to read “Barbara Yetter”.

MOTION: Barbara Yetter moved, seconded by John Anderson, to approve the minutes of October 24, 2014 as corrected. Motion carried unanimously.

ELECTION OF OFFICERS

BOARD CHAIR

NOMINATION: Barbara Yetter nominated Elizabeth Krizenesky for the Office of Board Chair.

Tom Ryan called for other nominations three (3) times.

Elizabeth Krizenesky was elected as Chair by unanimous consent.

VICE CHAIR

NOMINATION: Barbara Yetter nominated Darlene Campo for the Office of Vice Chair.

Tom Ryan called for other nominations three (3) times.

Darlene Campo was elected as Vice Chair by unanimous consent.

SECRETARY

NOMINATION: Elizabeth Krizenesky nominated Barbara Yetter for the Office of Secretary.

Tom Ryan called for other nominations three (3) times.

Barbara Yetter was elected as Secretary by unanimous consent.

2015 ELECTION OF OFFICERS	
Board Chair	Elizabeth Krizenesky
Vice Chair	Darlene Campo
Secretary	Barbara Yetter

APPOINTMENT OF LIAISONS

2015 LIAISON APPOINTMENTS	
Credentialing Liaison	John Anderson <i>Alternate: Darlene Campo</i>
DLSC Liaison	John Anderson <i>Alternate: Barbara Yetter</i>
Monitoring Liaison	Barbara Yetter <i>Alternate: Darlene Campo</i>
Education and Exams Liaison	Darlene Campo <i>Alternate: John Anderson</i>
Legislative Liaison	Barbara Yetter <i>Alternate: Elizabeth Krizenesky</i>
Travel Liaison	Elizabeth Krizenesky <i>Alternate: John Anderson</i>
Website Liaison	Elizabeth Krizenesky <i>Alternate: Darlene Campo</i>
Rules Liaison	Elizabeth Krizenesky <i>Alternate: Darlene Campo</i>
Professional Assistance Procedure Liaison	Barbara Yetter <i>Alternate: Darlene Campo</i>
Screening Panel	John Anderson, Darlene Campo, Barbara Yetter

MOTION: Barbara Yetter moved, seconded by Darlene Campo, to affirm the Chair's appointment of liaisons for 2015. Motion carried unanimously.

DELEGATED AUTHORITY MOTIONS

MOTION: Darlene Campo moved, seconded by Barbara Yetter, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, to fill vacant appointment positions, and to act where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

MOTION: Barbara Yetter moved, seconded by Darlene Campo, that the Board delegates authority to the Chair, highest ranking officer, or longest serving member of the Board, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority to the Board's Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

MOTION: Barbara Yetter moved, seconded by John Anderson, that Board Counsel or another Department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin. Code § SPS 1.08(1). Motion carried unanimously.

The Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document was amended by removing the second part of number 7, "This addition was initiated and approved by the Medical Examining Board in October 2014. The Liaison may choose to defer a particular request to the full Board/Section for review if needed".

MOTION: Darlene Campo moved, seconded by Barbara Yetter, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor' document as amended. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

MOTION: Barbara Yetter moved, seconded by Darlene Campo, to authorize the Chair to adopt CR 14.04 once Committee Review is completed. Motion carried unanimously.

FEDERATION OF STATE MASSAGE THERAPY BOARDS MATTERS

FSMTB EXAMINATION DEVELOPMENT MEETING – MARCH 27-29, 2015 – CHICAGO, IL

MOTION: Barbara Yetter moved, seconded by Elizabeth Krizenesky, to designate Darlene Campo to attend the FSMTB Examination Development Meeting on March 27-29, 2015, in Chicago, Illinois, and to authorize travel. Motion carried unanimously.

FSMTB 2015 ANNUAL MEETING – OCTOBER 8-10, 2015 – ALBUQUERQUE, NM

MOTION: Elizabeth Krizenesky moved, seconded by Barbara Yetter, to designate John Anderson, or Darlene Campo as the alternate, to attend the FSMTB 2015 Annual Meeting on October 8-10, 2015, in Albuquerque, New Mexico, and to authorize travel. Motion carried unanimously.

CLOSED SESSION

MOTION: Darlene Campo moved, seconded by Barbara Yetter, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: John Anderson - yes; Darlene Campo - yes; Elizabeth Krizenesky - yes; Barbara Yetter - yes. Motion carried unanimously.

The Board convened into Closed Session at 9:45 A.M.

RECONVENE TO OPEN SESSION

MOTION: Barbara Yetter moved, seconded by John Anderson, to reconvene in Open Session at 9:52 A.M. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Barbara Yetter moved, seconded by Darlene Campo, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

PRESENTATION AND DELIBERATION ON PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS BY THE DIVISION OF LEGAL SERVICES AND COMPLIANCE**14 MAB 006
CHUN CHEN**

MOTION: Barbara Yetter moved, seconded by Darlene Campo, to adopt the Findings of Fact, Conclusions of Law, Stipulation, and Order, in the matter of 14 MAB 006 – Chun Chen. Motion carried unanimously.

CASE CLOSINGS**13 MAB 014**

MOTION: Barbara Yetter moved, seconded by Darlene Campo, to close DLSC case number 13 MAB 014, against A.F.C., for prosecutorial discretion (P7). Motion carried unanimously.

RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: John Anderson moved, seconded by Elizabeth Krizenesky, to delegate ratification of examination results to DSPS staff and to delegate and ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT

MOTION: Barbara Yetter moved, seconded by Darlene Campo, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:53 A.M.