



**VIRTUAL/TELECONFERENCE
MESSAGE THERAPY AND BODYWORK THERAPY AFFILIATED
CREDENTIALING BOARD**

Virtual, 4822 Madison Yards Way, Madison

Contact: Tom Ryan (608) 266-2112

May 5, 2026

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-3)

B. Approval of Minutes of February 24, 2026 (4-7)

C. Reminders: Conflicts of Interest, Scheduling Concerns

D. Introductions, Announcements and Recognition

1. Introduction and Welcome – Secretary Hereth

E. Administrative Matters – Discussion and Consideration

1. Department, Staff and Board Updates
2. Board Members – Term Expiration Dates
 - a. Ehmer, Jaime L. – 7/1/2027
 - b. Kue, Ab O. – 7/1/2027
 - c. McNeil, Lisa L. – 7/1/2027
 - d. Novak, Laura A. – 7/1/2027
 - e. Townsend-Davila, Charisma J. – 7/1/2027
 - f. Trudeau, Ramona J. – 7/1/2027
3. Wis. Stat. s. 15.085 (3)(b) – Biannual Meeting with the Medical Examining Board to Consider Matters of Joint Interest – Update

F. Legislative and Policy Matters – Discussion and Consideration

G. Administrative Rule Matters – Discussion and Consideration (8-9)

1. Pending or Possible Rulemaking Projects

H. Federation of State Massage Therapy Boards (FSMTB) Matters – Discussion and Consideration

I. Discussion and Consideration of Items Added After Preparation of Agenda:

1. Introductions, Announcements and Recognition
2. Nominations, Elections, and Appointments
3. Administrative Matters
4. Election of Officers
5. Appointment of Liaisons and Alternates
6. Delegation of Authorities
7. Education and Examination Matters
8. Credentialing Matters
9. Practice Matters
10. Public Health Emergencies
11. Legislative and Policy Matters
12. Administrative Rule Matters
13. Liaison Reports
14. Board Liaison Training and Appointment of Mentors
15. Informational Items
16. Division of Legal Services and Compliance (DLSC) Matters
17. Presentations of Petitions for Summary Suspension
18. Petitions for Designation of Hearing Examiner
19. Presentation of Stipulations, Final Decisions and Orders
20. Presentation of Proposed Final Decisions and Orders
21. Presentation of Interim Orders
22. Petitions for Re-Hearing
23. Petitions for Assessments
24. Petitions to Vacate Orders
25. Requests for Disciplinary Proceeding Presentations
26. Motions
27. Petitions
28. Appearances from Requests Received or Renewed
29. Speaking Engagements, Travel, or Public Relation Requests, and Reports

J. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

K. Deliberation on Division of Legal Services and Compliance (DLSC) Matters

- 1. Proposed Stipulations, Final Decisions and Orders**
 - a. 24 MAB 0026 – Yune Zhou **(10-16)**
- 2. Case Closings**
 - a. 25 MAB 0044 – J.S.A. **(17-21)**

L. Deliberation of Items Added After Preparation of the Agenda

1. Education and Examination Matters
2. Credentialing Matters
3. DLSC Matters
4. Monitoring Matters
5. Professional Assistance Procedure (PAP) Matters
6. Petitions for Summary Suspensions
7. Petitions for Designation of Hearing Examiner

8. Proposed Stipulations, Final Decisions and Order
9. Proposed Interim Orders
10. Administrative Warnings
11. Review of Administrative Warnings
12. Proposed Final Decisions and Orders
13. Matters Relating to Costs/Orders Fixing Costs
14. Case Closings
15. Board Liaison Training
16. Petitions for Assessments and Evaluations
17. Petitions to Vacate Orders
18. Remedial Education Cases
19. Motions
20. Petitions for Re-Hearing
21. Appearances from Requests Received or Renewed

M. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

N. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate

O. Open Session Items Noticed Above Not Completed in the Initial Open Session

P. Delegation of Ratification of Examination Results and Ratification of Licenses and Certificates

ADJOURNMENT

NEXT MEETING: AUGUST 4, 2026

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at <https://dsps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that the meeting at which final action may be taken against the credential be held in open session. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE
MESSAGE THERAPY AND BODYWORK THERAPY
AFFILIATED CREDENTIALING BOARD
FEBRUARY 24, 2026**

PRESENT: Jaime Ehmer, Lisa McNeil, Laura Novak, Charisma Townsend-Davila, Ramona Trudeau

ABSENT: Ab Kue

STAFF: Tom Ryan, Executive Director; Jameson Whitney, Legal Counsel; Nilajah Hardin, Administrative Rules Coordinator; Tracy Drinkwater, Board Administration Specialist; and other Department Staff

CALL TO ORDER

Jaime Ehmer, Chairperson, called the meeting to order at 9:03 a.m. A quorum was confirmed with five (5) members present.

ADOPTION OF AGENDA

MOTION: Lisa McNeil moved, seconded by Ramona Trudeau, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF NOVEMBER 17, 2025

MOTION: Laura Novak moved, seconded by Charisma Townsend-Davila, to approve the Minutes of November 17, 2025, as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Election of Officers

Chairperson

NOMINATION: Laura Novak nominated Jaime Ehmer for the Office of Chairperson. Jaime Ehmer accepted the nomination.

Tom Ryan, Executive Director, called for nominations three (3) times.

Jaime Ehmer was elected as Chairperson by unanimous voice vote.

Vice Chairperson

NOMINATION: Ramona Trudeau nominated Lisa McNeil for the Office of Vice Chairperson. Lisa McNeil accepted the nomination.

Tom Ryan, Executive Director, called for nominations three (3) times.

Lisa McNeil was elected as Vice Chairperson by unanimous voice vote.

Secretary

NOMINATION: Laura Novak nominated Ramona Trudeau for the Office of Secretary. Ramona Trudeau declined the nomination.

NOMINATION: Lisa McNeil nominated Laura Novak for the Office of Secretary. Laura Novak accepted the nomination.

Tom Ryan, Executive Director, called for nominations three (3) times.

Laura Novak was elected as Secretary by unanimous voice vote.

2026 ELECTION RESULTS	
Chairperson	Jaime Ehmer
Vice Chairperson	Lisa McNeil
Secretary	Laura Novak

Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Charisma Townsend-Davila, Jaime Ehmer, Laura Novak <i>Alternate:</i> Ramona Trudeau
Education and Examinations Liaison(s)	Laura Novak <i>Alternate:</i> Ramona Trudeau
Monitoring Liaison(s)	Ramona Trudeau <i>Alternate:</i> Jaime Ehmer
Professional Assistance Procedure (PAP) Liaison(s)	Ab Kue <i>Alternate:</i> Lisa McNeil
Legislative Liaison(s)	Lisa McNeil <i>Alternate:</i> Charisma Townsend-Davila
Travel Authorization Liaison(s)	Jaime Ehmer <i>Alternate:</i> Charisma Townsend-Davila
Website Liaison(s)	Laura Novak <i>Alternate:</i> Ramona Trudeau
Screening Panel	Charisma Townsend-Davila, Lisa McNeil <i>Alternate:</i> Ramona Trudeau, Ab Kue

Delegation of Authorities**Review and Approval of 2025 Delegations including new modifications**

MOTION: Jaime Ehmer moved, seconded by Charisma Townsend-Davila, to reaffirm all delegation motions made in 2025, as reflected in the February 24, 2026, agenda materials, which were not otherwise modified or amended during the February 24, 2026, meeting. Motion carried unanimously.

ADMINISTRATIVE RULE MATTERS**Updated Preliminary Rule Draft: MTBT 3, Relating to Education**

MOTION: Lisa McNeil moved, seconded by Laura Novak, to designate Jaime Ehmer to approve the preliminary rule draft of MTBT 3, Relating to Education, for posting for economic impact comments and submission to the Clearinghouse. Motion carried unanimously.

FEDERATION OF STATE MASSAGE THERAPY BOARDS (FSMTB) MATTERS

MOTION: Jaime Ehmer moved, seconded by Laura Novak, to designate Charisma Townsend-Davila as a delegate, and Lisa McNeil as a delegate alternate, to attend the 2026 FSMTB Annual Meeting, October 21-23, 2026, in Las Vegas, NV. Motion carried unanimously.

CLOSED SESSION

MOTION: Charisma Townsend-Davila moved, seconded by Ramona Trudeau, to convene to Closed Session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), and 448.02(8), Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Jaime Ehmer, Chairperson, read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Jaime Ehmer-yes; Lisa McNeil-yes; Laura Novak-yes; Charisma Townsend-Davila-yes; and Ramona Trudeau-yes. Motion carried unanimously.

The Board convened into Closed Session at 9:51 a.m.

DELIBERATION ON DLSC MATTERS**Proposed Stipulations, Final Decisions and Orders*****23 MAB 028 – Qingcui Lan***

MOTION: Jaime Ehmer moved, seconded by Lisa McNeil, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Qingcui Lan, DLSC Case Number 23 MAB 028. Motion carried unanimously.

24 MAB 0026 – Lihua Liu

MOTION: Jaime Ehmer moved, seconded by Lisa McNeil, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Lihua Liu, DLSC Case Number 24 MAB 0026. Motion carried unanimously.

Case Closings

MOTION: Jaime Ehmer moved, seconded by Laura Novak, to close the following DLSC Cases for the reasons outlined below:

1. 25 MAB 0017 – N.A. – Lack of Jurisdiction (L2)
2. 25 MAB 0021 – J.A.R. – Insufficient Evidence

Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Ramona Trudeau moved, seconded by Laura Novak, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 9:59 a.m.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Laura Novak moved, seconded by Lisa McNeil, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote).

DELEGATION OF RATIFICATION OF EXAMINATION RESULTS AND RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Laura Novak moved, seconded by Jaime Ehmer, 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: Ramona Trudeau moved, seconded by Laura Novak, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:01 a.m.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Nilajah Hardin Administrative Rules Coordinator		2) Date when request submitted: 4/23/26 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Massage Therapy and Bodywork Therapy Affiliated Credentialing Board			
4) Meeting Date: 5/5/26	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rule Matters Discussion and Consideration 1. Pending or Possible Rulemaking Projects	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Attachments: -Rule Projects Chart			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**Massage Therapy and Bodywork Therapy Affiliated Credentialing Board
Rule Projects (updated 4/23/26)**

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter Affected	Relating Clause	Current Stage	Next Step
Not Assigned Yet	022-26	10/13/2028	MTBT 2 and 4	CPR Requirements	Scope Statement Published on 4/13/26	Scope Implementation
Not Assigned Yet	009-25	02/17/2027	MTBT 3	Education	Updated Preliminary Rule Draft Under Legal Review	Submission for EIA Comment and Clearinghouse Review