

AGENDA
South Carolina Massage/Bodywork Therapy Panel
Meeting
10:00 A.M., August 12, 2016
Synergy Business Park
Kingstree Building, Conference Room 108
110 Centerview Drive, Columbia, SC 29210

1. Meeting Called to Order

- a. Public notice of this meeting was properly posted at the SC Massage/Bodywork Therapy Panel office, Synergy Business Park, Kingstree Building and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.
- b. Rules of the Meeting Read by the Chairman
- c. Pledge of Allegiance

2. Introduction of Panel Members and All Other Persons Attending

Chairman Janet Shaw attended and called the meeting of the SC Massage/Bodywork Therapy Panel to order. Other panel members participating in the meeting included:

- ❖ Jenny Mitchell
- ❖ Tony Ruggiero
- ❖ Denise Van Nostran
- ❖ Jennifer Griffitt
- ❖ Mary Lou Kelley

Staff members present included: Georgia Lewis, Advice Counsel; Shalon Genwright, Staff; Theresa Richardson, Administrator; Sharon Wolfe, Office of Investigation (OIE); Megan Flannery, Office of Disciplinary Counsel (ODC)

All Other Persons Attending:

Tina Behles, Court Reporter (Capital City Reporting); Lane Goodwin; Peggy Simons; Steven Green

3. Approval of Excused Absences

N/A

4. Approval of the Minutes for the Following Meeting:

May 13, 2016

Ms. Denise Van Nostran made a motion to approve the meeting minutes from May 13, 2016. It was seconded by Ms. Mary Lou Kelley and the motion carried.

5. Approval of Agenda

Ms. Jenny Mitchell made a motion to approve the agenda and it was seconded by Mr. Anthony Ruggiero. The motion carried.

6. Chairman's Remarks – Janet Shaw

Chairman Shaw wanted to put closure on paying tribute to Ms. Carolyn Talley Porter who has contributed so much to the Panel. The plaque was read aloud and Ms. Theresa Richardson was thanked for getting the plaque. The plaque will be mailed to Ms. Porter from LLR. Ms. Porter was a great pioneer to follow behind.

The first chairperson newsletter has gone out in May and it looks very good. The newsletter can be found on the LLR website under 'Publications'. It gives the licensees a connection back to the Panel. The goal is to keep it to one page long. Chairman Shaw wants the newsletter to be something that everyone may benefit from. Chairman

Shaw will run it by the Panel members prior to sending the information out.

7. Administrator's Remarks – Theresa Richardson

- a. Budget – For Information only.
There were no questions or concerns.
- b. IRC Report – For approval - Sharon Wolfe
The findings came from the IRC meeting on August 4, 2016.

Ms. Mary Lou Kelley made a motion to approve the IRC report and it was seconded by Ms. Denise Van Nostran. The motion carried.

- c. OIE Report – For information only - Sharon Wolfe
So far this year, there are 17 complaints. Currently, there are 2 active investigations and 14 cases have been closed this year.
- d. ODC Report – For information only - Megan Flannery
There are 2 open cases right now and 2 have been closed on this year. There will probably be a hearing at the next Panel meeting.

Ms. Georgia Lewis made a few comments in reference to the reports.

- *IRC Report* – Investigative Review Committee – It is a statutory process that LLR follows, which is why it requires voting.
- *OIE Report* – Office of Investigations and Enforcement – This is for cases that have been opened and investigations have been undertaken.
- *ODC Report* – Office of Disciplinary Counsel – This is for cases that were approved by the IRC to move forward as a formal complaint after the investigation.

There will be Board member training at the next meeting that will last for 15-20 minutes. It will be conducted by Ms. Flannery who will provide hard copies and will send an electronic copy to Ms. Theresa Richardson in advance, so that the Panel members will be in receipt of the presentation as well.

8. Old Business

9. New Business

a. FSMTB 2016 Annual Meeting Preliminary Agenda

This meeting will be held in Cleveland, Ohio, at the Hilton-Cleveland hotel downtown. It will begin on Thursday, October 6, 2016, through Saturday, October 8, 2016. There may be one (1) delegate and the Administrator or two (2) delegates that may attend. Those persons have to be voted on.

A motion was made by Mr. Ruggiero for one (1) Panel member (Chairman Janet Shaw) and one (1) staff member to attend the FSMTB annual meeting. It was seconded by Ms. Van Nostran and the motion carried.

b. CE Audit

According to Ms. Richardson, the wording for the letters have been approved and will go out on today. There are 4,207 active licensees. Ten percent (10%) of the population will be audited. Panel members will have 70 audits each to review. It would be best to do a work session ahead of time. Ms. Lewis stated that when other Boards have handled audits, letters have been received and reviewed beforehand by the Board and the problems were presented at the meeting.

The deadline for licensees to respond is September 2, 2016. There will be a grace period. The review will most likely be in October. On September 12, 2016, another letter will go out to give those licensees until September 30, 2016. The whole month of October could be used to conduct the reviews for the audit.

Chairman Shaw stated that the Panel members will be reviewing the supporting documents and ensuring that the dates are accurate. The paperwork will be analyzed to ensure that it is also legitimate. Bullet points will be provided by Ms. Richardson for the Panel members to reference during this random audit. This will be placed in the newsletter.

10. Public Comments

Mr. Steven Green attended for two (2) reasons. The first reason was to ask for mercy and the second reason was to advocate for change.

Mr. Green stated that he did not receive a renewal notice in the mail for his license. He asked for mercy as far as renewing his license knowing that the renewal date has already passed. Life gets in the way and other issues come about. He would like to still be able to “renew” his license, instead of reinstating them.

As far as advocating for change, there is no grace period for the renewal process, and he wants a grace period for the renewal process since it is allowable for the CE audits.

Ms. Richardson stated that there is no grace period for the renewal process. Renewal notices went out and if that was not received, it was also made available online, so there were many different avenues for a licensee to renew their license. There was also reminder for renewals within the newsletter and the link for the newsletter was sent out to all licensees that had an e-mail address in LLR’s system. A grace period is not seen in the statute.

Ms. Denise Van Nostran stated that all licensed therapists understand that they are licensed for a two (2) year period and the renewal happens at the same time every year. It is a standing deadline that applies to everyone and licensees should be aware of that without a reminder. With the grace period, the CE audit is a unique occurrence that happens to a random group of licensees who were not anticipating the audit. It is two separate situations.

From the administrative level, Mr. Green would need to submit the reinstatement application and fee to regain licensure.

Ms. Lewis states that this Panel is a public body where the public may speak, but it is not for the Panel to take action. The Panel may look into items for possible change in the future to take into consideration. There is not a lot of leeway with renewals.

11. Adjournment

A motion was made by Ms. Jennifer Griffitt to adjourn the meeting. It was seconded by Mr. Anthony Ruggiero. The motion carried.

The next meeting of the SC Massage/Bodywork Therapy Panel is scheduled for November 18, 2016.